

**PROCEEDINGS OF THE BROWN COUNTY BOARD OF SUPERVISORS**  
**NOVEMBER 1, 2017**

Pursuant to Section 19.84 and 59.14, Wis. Stats., notice is hereby given to the public that the REGULAR & BUDGET meeting of the **BROWN COUNTY BOARD OF SUPERVISORS** was held on **Wednesday, November 1, 2017 at 9:00 a.m.**, in the Legislative Room 203, 100 North Jefferson Street, Green Bay, Wisconsin.

The following matters will be considered:

Call to order at 9:00a.m.

Invocation.

Pledge of Allegiance.

**Opening Roll Call**

Present: Sieber, De Wane (9:28am), Nicholson, Hoyer, Gruszynski, Lefebvre, Erickson, Zima, Evans, Vander Leest, Buckley (9:02am), Landwehr, Dantine, Brusky, Ballard, Kaster, Van Dyck, Linssen, Kneiszel, Clancy, Campbell (9:04am), Moynihan, Blom, Schadewald, Lund, Becker (9:11am).

Total Present: 26      Total Excused: 0

**No. 1 -- ADOPTION OF AGENDA.**

Chairman Moynihan amended the agenda by moving item No. 7b (Report of Board Chairman) after item No. 1.

A motion was made by Vice Chair Lund and seconded by Supervisor Nicholson **“to adopt the agenda as amended.”** Voice vote taken. Motion carried unanimously.

**(No. 7b was taken out of order at this time.)**

**No. 7b -- REPORT BY COUNTY BOARD CHAIRMAN.**

Chairman Moynihan reminded Supervisors that if needed, the Veto Session for the budget resolutions will be held November 13<sup>th</sup> at 6:00pm.

Chairman Moynihan advised Supervisors that Budgetary Amendment Proposal Request sheets were placed on their desks if they need them today.

Chairman Moynihan also reminded Supervisors about the deadlines for filing their candidacy or non-candidacy paperwork as well as the County Clerk having candidacy paperwork packets today if any Supervisor wanted one.

Chairman Moynihan stated the Public Hearing on the budget meeting will begin at 9:30am today.

Chairman Moynihan then read into record and presented Supervisor Zima with two Certificates of Commendation marking his 500<sup>th</sup> County Board of Supervisors meeting, which is today. Chairman Moynihan presented Supervisor Zima with a token of appreciation and a cake from the County Board office. Supervisor Zima then spoke and thanked everyone for this surprise.

Chairman Moynihan advised the Board that if today's meeting is still in session at 6:15pm, Technology Services would be shutting down the computer system to do a required patch. This is expected to last until 7:00pm.

**No. 2 --        COMMENTS FROM THE PUBLIC:**

- a)        Must be limited to items not on the agenda.
- b)        State name and address for the record.
- c)        Comments will be limited to five minutes.
- d)        The Board's role is to listen and not discuss comments nor take action on those comments at this meeting.

There were no comments from the public.

**No. 3 --        APPROVAL OF MINUTES OF OCTOBER 18, 2017.**

A motion was made by Supervisor Nicholson and seconded by Supervisor Lefebvre "to approve." Voice vote taken. Motion carried unanimously.

**No. 4 --        ANNOUNCEMENTS OF SUPERVISORS.**

There were no announcements of Supervisors.

**No. 5 --        COMMUNICATIONS.    None.**

**No. 5a --       LATE COMMUNICATIONS.**

**No. 5b --       FROM SUPERVISOR KASTER RE: REQUESTING A VOTE BY THE COUNTY BOARD OF SUPERVISORS AT THE BEGINNING OF THE NOVEMBER 1<sup>ST</sup> BUDGET MEETING WITH REGARDS TO MOVING THE DECEMBER 20<sup>TH</sup> REGULARLY SCHEDULED MEETING TO DECEMBER 13<sup>TH</sup>.**

Per the Chair, item #5b will be moved before item #12. Voice vote taken. Motion carried with one Nay vote by Supervisor Buckley.

**No. 5c --       FROM VICE CHAIR LUND RE: I WOULD LIKE TO PUT IN \$200,000 IN THE BUDGET TO EXPLORE ADDING ADDITIONAL DA'S AND STAFF AFTER A STUDY OF THE ISSUE WITH THE SHERIFF GOSSAGE, DISTRICT ATTORNEY LASEE AND THE PUBLIC SAFETY COMMITTEE.**

Vice Chair Lund stated he would like the Board to be aware this item will be taken up in the Budget portion of today's meeting.

**No. 5d --       FROM SUPERVISOR LEFEBVRE: AS THE STATE IS RESPONSIBLE FOR FUNDING THE DISTRICT ATTORNEY'S OFFICE AND COURTS, I'M REQUESTING BROWN COUNTY PASS A RESOLUTION REQUESTING THE**

**STATE TO FULLY FUND THE DISTRICT ATTORNEY'S OFFICE ATTORNEYS, ASSISTANT ATTORNEYS, CLERKS, JUDGES AND ALL SUPPORTING STAFF AS THIS WILL HELP WITH THE OVERCROWDING OF THE JAILS. I FURTHER REQUEST BROWN COUNTY TO CONTACT OTHER COUNTIES TO JOIN IN THE ABOVE REQUEST.**

Referred to Public Safety Committee.

**No. 5e -- FROM SUPERVISOR BRUSKY: THIS IS MY REQUEST THAT THE BROWN COUNTY BOARD OF SUPERVISORS WRITE A RESOLUTION TO THE WISCONSIN STATE LEGISLATURE IN SUPPORT OF ASSEMBLY BILL 502 THAT WOULD CREATE AND FUND 20 ASSISTANT DISTRICT ATTORNEY POSITIONS, OF WHICH BROWN COUNTY WOULD RECEIVE TWO POSITIONS.**

Referred to Public Safety Committee.

**No. 6 -- APPOINTMENTS BY COUNTY EXECUTIVE.**

**No. 6a -- REAPPOINTMENT OF HALLET HARRIS, RYAN HOLZEM AND WILLIAM SELEEN TO THE SOLID WASTE BOARD.**

A motion was made by Supervisor Sieber and seconded by Supervisor Lefebvre “**to approve the above appointments**”. Voice vote taken. Motion carried unanimously.

**No. 6b -- APPOINTMENT OF TONY YAGGIE TO THE NICOLET FEDERATED LIBRARY BOARD.**

A motion was made by Supervisor Campbell and seconded by Supervisor Brusky “**to approve above appointment**”. Voice vote taken. Motion carried unanimously.

**No. 6c -- REAPPOINTMENT OF LEE HOFFMANN TO THE N.E.W. WATER BOARD.**

A motion was made by Supervisor Hoyer and seconded by Supervisor Lefebvre “**to approve above appointment**”. Voice vote taken. Motion carried unanimously.

**No. 7a -- REPORT BY COUNTY EXECUTIVE.**

County Executive Streckenbach stated there is a lot happening in Brown County over the next six months and he feels that this is a strong budget with many good things being discussed. Executive Streckenbach thanked all the department heads and everyone who met with him to build this budget.

Executive Streckenbach stated there will be a ceremony to light up the dome at the courthouse on Monday, November 6<sup>th</sup> at 4:30pm. This ceremony will celebrate the new dome and kick-off Brown County's 200<sup>th</sup> Anniversary celebration.

Executive Streckenbach congratulated Supervisor Zima on his 500<sup>th</sup> County Board of Supervisors Meeting.

(No. 7b was taken out of order after No. 1.)

No. 8 -- **OTHER REPORTS.** NONE.

**\*\*PUBLIC HEARING ON 2018 BUDGET\*\***

No. 9 -- **COMMENTS FROM THE PUBLIC – Budgetary Items:**

- a) Must be limited to items not on the agenda.
- b) State name and address for the record.
- c) Comments will be limited to five minutes.
- d) The Board's role is to listen and not discuss comments nor take action on those comments at this meeting.

Judge Thomas Walsh, Brown County Circuit Court Second Branch, addressed the Board regarding his support of increased security and screening at the courthouse. Judge Walsh advised Supervisors that he and four other Circuit Court Judges are in favor of the increased courthouse security.

Judge William Atkinson, Brown County Circuit Court Eighth Branch, speaking as an individual not a County judge, addressed the Board regarding voting against increasing courthouse security and screening. Judge Atkinson stated he feels the security that's currently in place at the courthouse is sufficient and requested Supervisors vote against increasing it.

**\*\*NON-BUDGETARY ITEMS\*\***

No. 10 -- **STANDING COMMITTEE REPORTS**

No. 10a -- **REPORT OF THE ADMINISTRATION COMMITTEE** – Presented at October 18, 2017 County Board meeting.

No. 10ai -- **REPORT OF SPECIAL ADMINISTRATION COMMITTEE OF NOVEMBER 1, 2017.**

TO THE MEMBERS OF THE BROWN  
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **ADMINISTRATION COMMITTEE** met in special session on November 1, 2017 and recommends the following:

1. Discussion and possible action on the sale of the following tax deed parcels (WI Surplus Action results of 10-30-17 to be passed out to Supervisors at the meeting).  
1. Parcel AL-31: motion was made by Supervisor Kneiszel and seconded by Supervisor Blom to approve bid of \$103,000 to Chad Fameree; 2. Parcel 1-1369-A: motion was made by Supervisor Blom and seconded by Supervisor Vander Leest to put back out for bid; 3. Parcel 2-934-A: a motion was made by Supervisor Blom and seconded by Supervisor Kneiszel to approve bid of \$25,500 to Chad Fameree; 4. Parcel 21-1703: a motion was made by Supervisor Kneiszel and seconded by Supervisor Vander Leest to accept growth; 5, 6, 7. Parcels SU-796-3, SU-796-4 and SU-796-5: a motion was made

by Supervisor Vander Leest and seconded by Supervisor Blom to attempt to sell using sealed bids; and 8. VH-909: a motion was made by Supervisor Vander Leest and seconded by Supervisor Kneiszel to accept bid of \$1,036 to Jenny Hayes.

A motion was made by Supervisor Schadewald and seconded by Supervisor Blom “**to adopt**”. Voice vote taken. Motion carried unanimously.

**No. 10b -- REPORT OF EDUCATION & RECREATION COMMITTEE OF OCTOBER 17, 2017.**

TO THE MEMBERS OF THE BROWN  
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **EDUCATION & RECREATION COMMITTEE** met in regular session on October 17, 2017 and recommends the following:

1. Review Minutes of:
  - a. Library Board (August 17, 2017). Receive and place on file.
  - b. Neville Public Museum Governing Board (October 9, 2017). Receive and place on file.
2. Communication from Supervisor Moynihan re: I hereby request that the Brown County Education & Recreation Committee and ultimately the Brown County Board of Supervisors provide the necessary funding to provide magnetometers (4-5) for increased security implementation at the Resch Center. As evidenced in Paris, London and Las Vegas, no one is immune from evil and terrorism. We as a people, as a county, can no longer have the mindset “it can’t happen here”. It’s our duty as public servants to ensure our citizens, our patrons, our managerial staff and our employees are as well protected as possible from any heinous intentions. I respectfully ask for your consideration. To hold until the January meeting or sooner and have a separate line item at the meeting.
3. Museum Budget Status Finance Report for August 2017 (Unaudited). Receive and place on file.
4. Museum Director’s Report. Receive and place on file.
5. Golf Course Budget Status Financial Report for August 2017 (Unaudited). Receive and place on file.
6. Golf Course Superintendent’s Report. Receive and place on file.
7. Library Report/Director’s Report. Receive and place on file.
8. Park Dept. - Budget Status Financial Report for August 2017 (Unaudited). Receive and place on file.
9. Park Dept. - September 2017 Park Attendance and Field Staff Reports. Receive and place on file.
10. Park Dept. - Assistant Park Director’s Report. Receive and place on file.
11. NEW Zoo - Budget Status Financial Report for August 2017 (Unaudited). Receive and place on file.
12. ZOO Monthly Activity Report for October 2017. Receive and place on file.
13. Audit of bills. To approve the bills.

A motion was made by Supervisor Gruszynski and seconded by Supervisor Ballard “**to adopt.**” Voice vote taken. Motion carried unanimously.

**No. 10c -- REPORT OF EXECUTIVE COMMITTEE OF OCTOBER 23, 2017.**

TO THE MEMBERS OF THE BROWN  
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **EXECUTIVE COMMITTEE** met in regular session on October 23, 2017 and recommends the following:

1. Legal Bills - Review and Possible Action on Legal Bills to be paid. To approve.
2. Internal Auditor. *No Report. No action taken.*
3. Human Resources Report. Receive and place on file.
4. Department of Administration Report. *No Report. No action taken.*
5. County Executive Report. *No Report. No action taken.*

A motion was made by Vice Chair Lund and seconded by Supervisor Lefebvre **“to adopt.”**  
Voice vote taken. Motion carried unanimously.

**No. 10d -- REPORT OF HUMAN SERVICES COMMITTEE OF OCTOBER 10, 2017.**

TO THE MEMBERS OF THE BROWN  
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **HUMAN SERVICES COMMITTEE** met in regular session on October 10, 2017 and recommends the following:

1. Review Minutes of:
  - a. Children with Disabilities Education Board (August 21, 2017).
  - b. Mental Health Treatment Committee (September 20, 2017 & October 3, 2017).
  - c. Veterans' Recognition Subcommittee (September 19, 2017).
    - i. To suspend the rules to take 1 a-c together.
    - ii. To approve 1 a-c.
2. Communication from Supervisor Schadewald: My request for these committees Admin & Human Services) to evaluate the need and funding of a Housing Navigator to coordinate county-wide efforts to improve housing opportunities in Brown County. Hold for one month.
3. Wind Turbine Update - Receive new information – Standing Item. *No action taken.*
4. Human Services Dept. - Budget Adjustment Request (17-69): Reallocation of more than 10% of the funds original appropriated between any of the levels of appropriation. To approve budget request 17-69.
5. Human Services Dept. - Executive Director's Report. Receive and place on file.
6. Human Services Dept. - Financial Report for Community Treatment Center and Community Programs. Receive and place on file.
7. Human Services Dept. - Statistical Reports.
  - i. To suspend the rules and take Items 7 a-c together.
  - ii. Receive and place on file 7 a-c.

- a. Monthly CTC Data - Bay Haven Crisis Diversion/Nicolet Psychiatric Hospital. *See action at Item 7.*
  - b. Child Protection - Child Abuse/Neglect Report. *See action at Item 7.*
  - c. Monthly Contract Update. *See action at Item 7.*
- 8. Human Services Dept. - Request for New Non-Continuous and Contract Providers and New Provider Contract. Receive and place on file.
- 9. Audit of bills. To acknowledge receipt of the bills.

A motion was made by Supervisor Hoyer and seconded by Supervisor Brusky **“to adopt.”**  
Voice vote taken. Motion carried unanimously.

**No. 10e -- REPORT OF PLANNING, DEVELOPMENT AND TRANSPORTATION COMMITTEE OF OCTOBER 16, 2017.**

TO THE MEMBERS OF THE BROWN  
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE** met in regular session on October 16, 2017 and recommends the following:

- 1. Review Minutes of:
  - a. Harbor Commission (July 31, 2017). Receive and place on file.
- 2. Planning Commission - Discussion and Action regarding the Brown County Farmland Preservation Plan Amendment. *Forwarded to November meeting.*
- 3. UW-Extension - Budget Status Financial Report for August 2017. Receive and place on file.
- 4. UW-Extension - Budget Adjustment Request (17-71): Any increase in expenses with an offsetting increase in revenue. To approve.
- 5. UW-Extension - Director's Report. *No report; no action taken.*
- 6. Public Works - Summary of Operations. Receive and place on file.
- 7. Public Works - Director's Report. Receive and place on file.
- 8. Port & Resource Recovery - Director's Report. *No report; no action taken.*
- 9. Acknowledging the bills. To acknowledge the receipt of the bills.

A motion was made by Supervisor Erickson and seconded by Supervisor Dantine **“to adopt.”**  
Voice vote taken. Motion carried unanimously.

**No. 10ei -- REPORT OF LAND CONSERVATION SUBCOMMITTEE OF OCTOBER 16, 2017.**

TO THE MEMBERS OF THE BROWN  
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **LAND CONSERVATION SUBCOMMITTEE** met in regular session on October 16, 2017 and recommends the following:

1. Open Positions Report. Receive and place on file.

A motion was made by Supervisor Dantine and seconded by Supervisor Landwehr “**to adopt**”. Voice vote taken. Motion carried unanimously.

**No. 10f -- REPORT OF PUBLIC SAFETY COMMITTEE** – Presented at October 18, 2017 County Board Meeting.

**No. 11 -- Resolutions, Ordinances** – None.

**\*\* 2018 BUDGET REVIEW \*\***

**No. 12 -- REVIEW OF 2018 BUDGET AND BUDGET RECOMMENDATIONS BY STANDING COMMITTEES.**

**No. 12a -- REPORT OF ADMINISTRATION COMMITTEE OF OCTOBER 4, 2017 (BUDGET ITEMS)**

TO THE MEMBERS OF THE BROWN  
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **ADMINISTRATION COMMITTEE** met in regular session (**budget items**) on October 4, 2017 and recommends the following motions:

1. COUNTY TREASURER – Review of 2018 Department Budget. To approve.
2. CHILD SUPPORT – Review of 2018 Department Budget. To approve.
3. COUNTY CLERK – Review of 2018 Department Budget. To approve.
4. CORPORATION COUNSEL – Review of 2018 Department Budget. To approve.
5. TECHNOLOGY SERVICES – Review of 2018 Department Budget. To approve.
  - a. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Technology Services Department Table of Organization. To approve. See Resolutions, Ordinances.
6. HUMAN RESOURCES – Review of 2018 Department Budget. To approve.
7. DEPT. OF ADMINISTRATION – Review of 2018 Department Budget.
  - i. To remove the 1.00 FTE LTE Public Information Officer.
  - ii. To approve.
  - iii. To transfer \$190,139 in wages and benefits for Payroll staff from Human Resources to Administration; Transfer \$2,000 in related revenue from Human Resources to Administration; Increase wages and benefits in Administration by \$10,222 and refer a resolution to the Executive Committee to change the table of organization.
    - a. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Administration Department Table of Organization. To approve. See Resolutions, Ordinances.
8. Ordinance Amending Subsection 4.57(1) of Section 4.57 of Chapter 4 of the Brown County Code of Ordinances Entitled “Overtime and Compensatory Time.” To approve. See Resolutions, Ordinances.



9. Resolution re: Updates to Existing Employee Compensation during the 2018 Budget Process. To approve. See Resolutions, Ordinances.
10. Resolution Approving Changes to Employee Benefits during the 2018 Budget Process. To approve. See Resolutions, Ordinances.
11. Discussion of possible resolution re: County Board of Supervisor's Salaries. To keep the salaries the same.
12. Capital Projects. To approve.
13. Debt Service. To approve.
14. Taxes, Special Revenues, Certain Internal Service & Fiduciary Funds. To approve.

A motion was made by Supervisor Vander Leest and seconded by Supervisor De Wane **"to adopt"**. Supervisor Evans requested item #11 be taken separately. Voice vote taken on remainder of report. Motion carried with no abstentions.

Item #11 - Discussion of possible resolution re: County Board of Supervisor's Salaries. To keep the salaries the same.

Supervisor Evans made a motion of **"\$150 increase for each Supervisor position (26) each year for the 2018-2020 term for an amount of \$7,800."** Roll Call Vote taken. Roll Call #12a(#11):

(2/3 Vote Required)

Ayes: Erickson, Zima, Evans, Buckley, Landwehr, Van Dyck, Kneiszel, Clancy, Moynihan, Lund

Nays: De Wane, Nicholson, Hoyer, Gruszynski, Lefebvre, Vander Leest, Dantine, Brusky, Ballard, Kaster, Linssen, Campbell, Blom, Schadewald, Becker

Abstain: Sieber

Total Ayes:	10	Total Nays:	15	Abstain:	1
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Motion Failed.

Following the failed motion, Supervisor Sieber made a motion **"to set County Board salaries at \$5,000, Vice-Chair at \$5,500 and Chair at \$8,500 for a savings of \$78,244. The savings will be allocated to the 2% pool of money for implementing Class & Compensation via Pay Scale."** Motion was not seconded and failed as a result.

Motion was made by Supervisor Hoyer and seconded by Supervisor Clancy **"to adopt."** Voice vote taken. Motion carried unanimously with no abstentions.

**No. 12b -- REPORT OF EDUCATION AND RECREATION COMMITTEE OF OCTOBER 17, 2017 (BUDGET ITEMS)**

TO THE MEMBERS OF THE BROWN  
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **EDUCATION & RECREATION COMMITTEE** met in regular session (**budget items**) on October 17, 2017 and recommends the following:

1. MUSEUM - Review of 2018 Department Budget.
  - i. To add \$20,000 to advertising and public notices.
  - ii. To adopt the Museum budget as amended.
2. GOLF COURSE - Review of 2018 Department Budget. To approve the Golf Course budget.
3. LIBRARY - Review of 2018 Department Budget. To adopt the Library budget for 2018.
4. ZOO AND PARK DEPARTMENT - Review of 2018 Department Budget.
  - i. To adopt the Zoo budget.
  - ii. To allow Purple Heart recipients to receive a free boat landing annual pass effective January 1, 2018; Pg. 375 Rates and Fees – Under Boat Launching insert Purple Heart Recipient Boat Landing Pass - Fee \$0; With a potential reduction of revenue in the Fund 121 – Boat Landing Charges and Fees Annual of \$360.
  - iii. To adopt the Park Department budget as amended.
  - a. Resolution Approving a Change in Position during the 2018 Budget Process in the Zoo and Parks Department – Parks Table of Organization. To approve. See Resolutions, Ordinances.
  - b. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Zoo and Parks Department – Zoo Table of Organization. To approve. See Resolutions, Ordinances.

A motion was made by Supervisor Van Dyck and seconded by Supervisor Gruszynski “**to adopt.**” Voice vote taken. Motion carried unanimously with no abstentions.

**No. 12c -- REPORT OF EXECUTIVE COMMITTEE OF OCTOBER 23, 2017 (BUDGET ITEMS)**

TO THE MEMBERS OF THE BROWN  
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **EXECUTIVE COMMITTEE** met in regular session (**budget items**) on October 23, 2017 and recommends the following motions:

1. Review Minutes of:
  - a. Benefits Advisory Committee (September 20, 2017). Receive and place on file.
2. COUNTY EXECUTIVE – Review of 2018 Department Budget. To approve the Executive budget as presented.
3. BOARD OF SUPERVISORS - Review of 2018 Department Budget. To approve the Board of Supervisor’s budget as amended.
4. Capital Projects. To approve the Capital Projects budget as presented.
5. Debt Service. To approve the Debt Service as presented.
6. Special Taxes and Revenue. To approve the Special Taxes and Revenue as presented.
7. Resolution Regarding Updates to Existing Employee Compensation during the 2018 Budget Process. To approve. See Resolutions, Ordinances.

8. Resolution Approving Changes to Employee Benefits during the 2018 Budget Process. To approve. See Resolutions, Ordinances.
9. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Technology Services Department Table of Organization - Enterprise Cyber Security Technician. To approve. See Resolutions, Ordinances.
10. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Administration Department Table of Organization – Organizational Development Coordinator. To approve. See Resolutions, Ordinances.
11. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Administration Department Table of Organization – Public Information Officer. To approve. See Resolutions, Ordinances.
12. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Administration Department Table of Organization – Payroll Specialists and HRIS Analyst. *This item was struck from the Agenda.*
13. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Administration Department Table of Organization – Administration Department “Department”. To approve. See Resolutions, Ordinances.
14. Resolution Approving a Change in Position during the 2018 Budget Process in the Zoo and Parks Department – Parks Table of Organization. To approve. See Resolutions, Ordinances.
15. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Zoo and Parks Department – Zoo Table of Organization. To approve. See Resolutions, Ordinances.
16. Resolution Approving a Change in Position during the 2018 Budget Process in the Executive’s Office Table of Organization. To approve. See Resolutions, Ordinances.
17. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Health & Human Services Department – Community Programs Table of Organization – Behavioral Health Supervisor – Crisis Coordinator. To approve. See Resolutions, Ordinances.
18. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Health & Human Services Department – Community Programs Table of Organization – Social Worker/Case Managers and Social Worker Supervisor. To approve. See Resolutions, Ordinances.
19. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Health & Human Services Department – Community Services Table of Organization – Clerk II. To approve. See Resolutions, Ordinances.
20. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Health & Human Services Department – Community Services Table of Organization – Clerk II. To approve. See Resolutions, Ordinances.
21. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Health & Human Services Department – Public Health Table of Organization. To approve. See Resolutions, Ordinances.
22. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Port & Resource Recovery Department Table of Organization. To approve. See Resolutions, Ordinances.
23. Resolution Regarding Reclassification of a Journeyman Electrician Position in the Public Works – Facilities Table of Organization. To approve. See Resolutions, Ordinances.
24. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Public Works Department – Facilities Management Table of Organization. To approve. See Resolutions, Ordinances.

25. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Public Works Department – Highway Table of Organization. To approve. See Resolutions, Ordinances.
26. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the UW Extension Table of Organization. To approve. See Resolutions, Ordinances.
27. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the District Attorney Office Table of Organization. To approve; motion failed 1 to 6. See Resolutions, Ordinances.
28. Discussion and possible action re: New position descriptions and organizational changes for Board staff. For Corporation Counsel to draft a resolution to reflect wages and benefits be increased by \$8,155 for the two Brown County Board Office administrative positions. See Resolutions, Ordinances.
29. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Planning & Land Services Department. To approve. See Resolutions, Ordinances.

A motion was made by Vice Chair Lund and seconded by Supervisor Vander Leest **“to adopt.”** Voice vote taken. Motion carried unanimously with no abstentions.

**No. 12d -- REPORT OF HUMAN SERVICES COMMITTEE OF OCTOBER 10, 2017 (BUDGET ITEMS)**

TO THE MEMBERS OF THE BROWN  
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **HUMAN SERVICES COMMITTEE** met in regular session (**budget items**) on October 10, 2017 and recommends the following motions:

1. AGING & DISABILITY RESOURCE CENTER - Review of 2018 Department Budget. To approve.
2. VETERANS' SERVICES - Review of 2018 Department Budget. To approve.
3. HEALTH & HUMAN SERVICES - Review of 2018 Department Budget.
  - i. Motion at Human Services: To amend state grant aid IMMA federal share by \$22,428, increase revenue of state grant and aid fraud prevention of \$22,427 for a total of \$44,855 and increase expenses of regular earnings of \$20,016 and increase expenses of fringe benefits of \$16,839; To move a Clerk II position in the table of organization from CTC to Community Programs at a cost of \$41,040; To strike the dollar amount from the prior motion addressing the TO change from CTC to community services.
  - a. Resolution Approving New or Deleted Position during the 2018 Budget Process in the Health & Human Services Department – Community Programs Table of Organization. To approve.
  - b. Resolution Approving New or Deleted Position during the 2018 Budget Process in the Health & Human Services Department – Public Health Table of Organization. To approve.
  - c. Resolution Approving New or Deleted Position during the 2018 Budget Process in the Health & Human Services Department – Community Programs Table of Organization. To approve.

4. SYBLE HOPP SCHOOL/CHILDREN WITH DISABILITIES EDUCATION BOARD -  
Review of 2018 Department Budget. To approve.

A motion was made by Supervisor Hoyer and seconded by Supervisor Brusky **“to adopt.”** Supervisor Schadewald and Supervisor Erickson both requested item #3 be taken separately. Voice vote taken on remainder of report. Motion carried with no abstentions.

Item #3 - HEALTH & HUMAN SERVICES - Review of 2018 Department Budget.

A motion was made by Supervisor Schadewald and seconded by Supervisor Clancy **“to rescind the approved motion (made at the Human Services Committee meeting) to increase general revenue taxes by \$27,000 and increase of health department contracted services by \$27,000.”** Supervisor Schadewald explained that the money requested at the committee meeting was intended for more wind turbine studies; however, the money notated was not absolute, so he would be coming back to the Board at a later date when that figure is determined. Voice vote taken on Supervisor Schadewald’s motion. Motion carried unanimously with no abstentions.

Upon approval of Supervisor Schadewald’s motion, a motion was then made by Supervisor Erickson and seconded by Vice Chair Lund **“to set aside \$5,000 for rat traps for the Health Department.”**

Following discussion, a motion was made by Supervisor Zima and seconded by Supervisor Erickson **“to amend Supervisor Erickson’s motion from \$5,000 to \$25,000.”** Voice vote taken. Motion failed.

Roll call vote taken on Supervisor Erickson’s original motion. Roll Call #12d(#3):

Ayes: Sieber, De Wane, Nicholson, Gruszynski, Lefebvre, Erickson, Zima, Evans, Dantinne, Kaster, Campbell, Moynihan, Schadewald, Lund, Becker

Nays: Hoyer, Vander Leest, Buckley, Landwehr, Brusky, Ballard, Van Dyck, Linssen, Kneiszel, Clancy, Blom

Total Ayes: 15                      Total Nays: 11

Motion Carried.

A motion was made by Supervisor Lefebvre and seconded by Supervisor Hoyer **“to approve the report as amended.”** Voice vote taken. Motion carried with no abstentions.

**No. 12e -- REPORT OF PLANNING, DEVELOPMENT AND TRANSPORTATION COMMITTEE OF OCTOBER 17, 2017 (BUDGET ITEMS)**

TO THE MEMBERS OF THE BROWN  
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE** met in regular session **(budget items)** on October 17, 2017 and recommends the following motions.

1. REGISTER OF DEEDS - Review of 2018 department budget. To approve the Register of Deeds budget as presented and pass it on to the full County Board.
2. PLANNING & LAND SERVICES (Land Information, Planning Commission, Property Listing & Zoning)
  - Review of 2018 department budgets.
    - i. To refer to staff and bring back a recommendation at the November County Board meeting.
    - ii. To approve and move the Planning and Land Services budget to full County Board.
3. PORT & RESOURCE RECOVERY - Review of 2018 department budget. To approve and move the Port and Resource Recovery budget to the full County Board.
  - a. Resolution Approving a Change in Position during the 2018 Budget Process in the Port and Resource Recovery Department Table of Organization. To approve. See Resolutions, Ordinances.
4. AIRPORT - Review of 2018 department budget. To approve and move the Airport budget to the full County Board.
5. U.W. EXTENSION - Review of 2018 department budget.
  - i. To increase donations by \$3,000 (from NEW Leaf) and salary and fringes by \$3,000 and have staff draft a T.O. resolution to hire a LTE Garden Blitz Coordinator and forward to the Executive Committee to make a technical change by deleting the LTE Grounds Supervisor and add a LTE Master Gardener Volunteer Coordinator.
  - ii. To approve the UW-Extension budget as amended and move to the full County Board.
6. PUBLIC WORKS (Highway, County Roads & Bridges, Facility Management)
  - Review of 2018 department budget.
    - i. To approve and move the Public Works budget to the full County Board.
    - ii. To move Journeyman Electrician to a Master Electrician by increasing salaries by \$9,964 and fringe by \$1,526 for a total of \$11,490.
  - a. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Public Works Department – Facilities Management Table of Organization. To approve. See Resolutions, Ordinances.
  - b. Resolution Approving New or Deleted Positions during the 2018 Budget Process in the Public Works Department – Highway Table of Organization. To approve. See Resolutions, Ordinances.

A motion was made by Supervisor Erickson and seconded by Supervisor Dantine “**to adopt.**” Supervisor Sieber requested Item #1 and Supervisor Buckley requested Item #2 be taken separately. Voice vote taken on remained of report. Motion carried unanimously with no abstentions.

Item #1 - REGISTER OF DEEDS - Review of 2018 department budget. To approve the Register of Deeds budget as presented and pass it on to the full County Board.

A motion was made by Supervisor Sieber “**to change fee schedule for On-line Access to Real Estate Records, page 372-373 of budget book, as follows: 0-250 Minutes from \$125 to \$80; 251-500 Minutes from \$175 to \$135; 501-1000 Minutes from \$225 to \$205; 1001-2000**

**Minutes from \$350 to \$315; unlimited from \$500 to \$420; to reflect actual increase from vendors resulting in a Loss of Revenue of \$1,355.” Motion failed due to lack of a second.**

At this time, Supervisor Buckley withdrew his request to have Item #2 taken separately.

**No. 12ei -- REPORT OF LAND CONSERVATION SUBCOMMITTEE OF OCTOBER 16, 2017 (BUDGET ITEMS)**

TO THE MEMBERS OF THE BROWN  
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **LAND CONSERVATION SUB COMMITTEE** met in regular session (**budget items**) on October 16, 2017 and recommends the following motions.

1. LAND & WATER CONSERVATION – Review of 2018 department budget.
  - i. To propose the following budgetary amendment: Due to an overall net increase in state funding through the DATCP SWRM program, the Land & Water Conservation Department would like to replace an existing vehicle with a new 1 ton pickup truck. This vehicle is needed due to heavy equipment hauling needs in the Lower Fox Demonstration Farm Project, Upper East and the Plum-Kankapot Creeks Project. Increase State Grant Revenue by \$22,394, Decrease Land Owners Payment by \$3,500 and Increase Outlay Other \$5,000+ by \$25,894.
  - ii. To adopt the budget as amended and pass it on to full County Board.

A motion was made by Supervisor Kaster and seconded by Supervisor Landwehr **“to adopt.”** Voice vote taken. Motion carried unanimously with no abstentions.

**No. 12f -- REPORT OF PUBLIC SAFETY COMMITTEE OF OCTOBER 04, 2017 (BUDGET ITEMS)**

TO THE MEMBERS OF THE BROWN  
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **PUBLIC SAFETY COMMITTEE** met in regular session (**budget items**) on October 4, 2017 and recommends the following motions.

1. DISTRICT ATTORNEY - Review of 2018 department budget.
  - i. To suspend the rules and take Item 18 together with this item.
  - ii. To add 3 ADA, one clerk typist and one legal assistant at a cost of \$332,307.42 which includes equipment and chargebacks with half coming from the levy and the other half coming from the Sheriff's Department boarding of prisoners and transportation and that these positions be reviewed in the 2019 budget and that staff draft a resolution for the next Executive Committing meeting. Carried 4 to 1.
  - iii. To approve the District Attorneys' budget as amended.

2. PUBLIC SAFETY COMMUNICATIONS - Review of 2018 department budget.
  - i. To replace the words *Succession Plan* with *Cross Training Plan* under the Emergency Management Initiatives on Page 98 of the Budget Book
  - ii. To approve the Public Safety Communications budget.
3. MEDICAL EXAMINER - Review of 2018 department budget. To approve the Medical Examiner's budget.
4. SHERIFF - Review of 2018 department budget.
  - i. To add \$60,000 to Sheriff's overtime budget to compensate for increased overtime in handling more criminal cases in the courthouse and have the Sheriff bring specific numbers back for adjustment.
  - ii. To approve the Sheriff's Department budget as amended.
5. COURT SYSTEM - Review of 2018 department budget.
  - i. To increase the juror daily fee line by \$30,000 and increase the levy by \$30,000.
  - ii. To approve the Court System budget as amended.

A motion was made by Supervisor Clancy and seconded by Supervisor Sieber **"to adopt."** Vice Chair Lund requested that item #1 be taken separately. Supervisor Buckley later requested Item #4 be taken separately. Voice vote taken on remainder of report. Motion carried with no abstentions.

Item #1 - DISTRICT ATTORNEY - Review of 2018 department budget.

Following discussion, it was decided that Vice Chair Lund's late communication to increase the County Executive's budget by \$200,000 for ADAs would be handled in resolution #12v.

Item #4 - SHERIFF - Review of 2018 department budget

The following motion was made by Supervisor Buckley and seconded by Supervisor Campbell **"To add \$190,000 to Sheriff's budget to secure the courthouse. Sheriff's Office – Increase from the County Executive's budget for 2018 for courthouse security as follows: Contract Security Guards - \$100,000 (Contract Labor); Related equipment (capital) - \$85,000 (Capital Outlay); Facilities Building Improvement - \$5,000."**

A motion was made by Supervisor Becker and seconded by Supervisor Schadewald **"to suspend the rules and allow interested parties to address the Board."** Voice vote taken. Motion carried unanimously with no abstentions.

At this time Judge Thomas Walsh, Sheriff John Gossage, and Director Weininger addressed the Board.

A motion was made by Supervisor Schadewald and seconded by Supervisor Ballard **"to return to the regular order of business."** Voice vote taken. Motion carried unanimously with no abstentions.

Supervisor Schadewald requested separation of the funds. Motion was made by Supervisor Schadewald and seconded by Supervisor Campbell **"to amend Supervisor Buckley's motion to set aside \$90,000 in a contingency fund for courthouse security and levy the \$100,000 for labor contract."** Roll call vote taken. Roll Call #12f(1):



Ayes: De Wane, Hoyer, Lefebvre, Evans, Buckley, Landwehr, Brusky, Ballard, Clancy, Campbell, Moynihan, Schadewald, Becker

Nays: Sieber, Nicholson, Gruszynski, Erickson, Zima, Vander Leest, Dantine, Kaster, Van Dyck, Linssen, Kneiszel, Blom, Lund

Total Ayes: 13                      Total Nays: 13

Motion Failed.

(At 12:52 p.m. the Board recessed until 2 p.m.)

Returning Roll Call:

Present: Sieber, De Wane, Nicholson, Hoyer, Gruszynski, Lefebvre, Erickson, Zima, Evans, Vander Leest, Buckley, Landwehr, Dantine, Brusky, Ballard, Kaster, Van Dyck, Linssen, Kneiszel, Clancy, Campbell, Moynihan, Blom, Schadewald, Lund, Becker

Total Present: 26

A motion was made by Supervisor Buckley and seconded by Supervisor De Wane, **“to increase Sheriff’s Department budget (wages and benefits) by \$14,083. This would be put towards increasing the wage for a computer forensic crime analyst position (lead).”**

Director Weininger, Chief Deputy Todd Delain, and Sheriff Gossage answered questions of the Board at this time regarding the position and ability to alter compensation.

Following this discussion, Supervisor Buckley amended the motion to read **“delete 1 Computer Forensic Criminal Analyst and create a new Computer Forensic Criminal Analyst II with the additional salary and fringe benefits of \$14,083.”** Roll Call vote taken. #12f(2):

Ayes: De Wane, Nicholson, Hoyer, Gruszynski, Lefebvre, Erickson, Zima, Evans, Vander Leest, Buckley, Landwehr, Dantine, Brusky, Ballard, Kaster, Van Dyck, Linssen, Kneiszel, Clancy, Campbell, Moynihan, Blom, Schadewald, Lund, Becker

Nays: Sieber

Total Ayes: 25                      Total Nays: 1

Motion Carried.

(Item #13v was taken out of order at this time as it directly impacts item #12f)

#### **Public Safety and Executive Committees**

**No. 13v -- RESOLUTION RE: APPROVING NEW OR DELETED POSITIONS DURING THE 2018 BUDGET PROCESS IN THE DISTRICT ATTORNEY OFFICE TABLE OF ORGANIZATION**

A motion was made by Supervisor Clancy and seconded by Supervisor Zima **“to adopt.”** The Board then asked District Attorney David Lasee and Sheriff Gossage to come forward and explain this resolution and the potential ramifications of adopting this resolution, on all involved parties.

Following discussion, a roll call vote was taken on Supervisor Clancy’s motion “to adopt.” Roll call vote taken. Roll call #13v(1):

Ayes: De Wane, Gruszynski, Lefebvre, Erickson, Zima, Evans, Kneiszel, Clancy

Nays: Sieber, Nicholson, Hoyer, Vander Leest, Buckley, Landwehr, Dantine, Brusky, Ballard, Kaster, Van Dyck, Linssen, Campbell, Moynihan, Blom, Schadewald, Lund, Becker

Total Ayes: 8 Total Nays: 18

Motion Failed.

The following motion was then made by Supervisor Buckley and seconded by Supervisor Schadewald **“with the removal of the three (3) Assistant District Attorneys from the District Attorney’s 2018 budgets as recommended by the Executive Committee on October 23, 2017, the following budget amendment is proposed: Sheriff’s Office – Reinstatement prisoner transport and bed rental at other facilities to the amount proposed in the County Executive’s budget, thus increasing the tax levy by \$166,154; Sheriff’s Office – Reinstatement overtime expenses to the amount proposed in the County Executive’s budget, thus decreasing the tax levy by \$60,000; Court System - Reinstatement juror expenses to the amount proposed in the County Executive’s budget, thus decreasing the tax levy by \$30,000.”** Voice vote taken. Motion carried unanimously with no abstentions.

A motion was then made by Supervisor Zima and seconded by Supervisor Campbell **“to add 2 Assistant District Attorneys and 1 support staff in the amount of \$208,127 (\$200,567 for salaries + \$7,560 for computers and desks).”** Roll Call vote taken. Roll call #13v(2):

Ayes: Sieber, De Wane, Lefebvre, Erickson, Zima, Evans, Dantine, Brusky, Kneiszel, Clancy, Campbell, Becker

Nays: Nicholson, Hoyer, Gruszynski, Vander Leest, Buckley, Landwehr, Ballard, Kaster, Van Dyck, Linssen, Moynihan, Blom, Schadewald, Lund

Total Ayes: 12 Total Nays: 14

Motion Failed.

A motion was then made by Supervisor Nicholson and seconded by Supervisor Buckley **“to approve the Public Safety Report as amended.”** Voice vote taken. Motion carried.

**No. 13 -- Resolutions, Ordinances:**

**Administration and Executive Committees**

**No. 13a --     RESOLUTION RE:  UPDATES TO EXISTING EMPLOYEE COMPENSATION  
DURING THE 2018 BUDGET PROCESS**

Revised Human Resources – 10/23/17

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the Brown County Executive submits a proposed budget to the Brown County Board of Supervisors for their consideration each year; and

WHEREAS, it is desired that the County Board approve of the below changes to Brown County employee compensation/wages contained in said 2018 proposed budget, and approve of the other below requests:

1. Request that general municipal employees (excluding collective bargaining employees, and excluding employees classified as emergency help, limited term, occasional part-time, and elected officials) will receive a 1.84% base wage salary increase as of January 1, 2018 as long as a rating of “satisfactory” or better is received on said employees’ 2017 annual performance evaluations, and new hires that are not in newly created positions, may receive the 1.84% within their offer letter after 6 months and a satisfactory performance review, and newly created positions that have not been budgeted for the 1.84% increase or the 2% set aside do not qualify for the increase; and
2. Request that 2% of levy supported base wages for eligible employees (excluding protective service collective bargaining employees, and excluding employees classified as emergency help, limited term, occasional part-time, and elected officials) will be set aside in the 2018 budget for wage adjustments to address classification and compensation plan updates and the Human Resources Department will develop and implement a new classification and compensation structure based on the following process: A) The Human Resources Department will work with each department head to identify position descriptions that adequately represent the positions within said department; B) Once the department has agreed to the appropriate position description, the information will be used to determine market data; C) After establishing the market data, a new salary structure will be developed and implemented using the PayScale Software; and D) After implementation of the revised pay structure, the Human Resources Department will work in conjunction with each department head to address compensation issues including compression, internal equity, and pay equity to market data, utilizing a portion of the 2% wage set aside to address these issues; and
3. Request that the County will follow State and Federal guidelines for overtime compensation, and the Human Resources Department will work with departments to determine more equitable provisions for ‘specialty pay’ based on the needs of the department and staffing. This change is a result of the 2016 language change of Chapter 4 of the Brown County Ordinances, specifically, to subsection 4.57(1), which has had the following adverse effects: A) Created perceived disparity between employee groups; B) Significantly exceeded the projected fiscal impact; and C) Implementation and

administration of this provision has proven difficult for both management and payroll. A portion of the funds from the 2% set aside shall be used to fund this initiative.

NOW, THEREFORE, BE IT RESOLVED that the Brown County Board of Supervisors hereby approves of the above-mentioned requests, and hereby authorizes and directs that county administration take all necessary steps to carry out and effectuate the above-mentioned requests.

*Fiscal Note: This resolution does not require an appropriation from the General Fund; these changes are included in the 2018 Budget.*

Respectfully submitted,  
ADMINISTRATION COMMITTEE & EXECUTIVE COMMITTEE

Authored by Human Resources  
Approved by Corporation Counsel's Office

A motion was made by Vice Chair Lund and seconded by Supervisor Schadewald **"to adopt."** Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: /s/ Troy Streckenbach Date: 11/07/2017

**No. 13b -- RESOLUTION RE: APPROVING CHANGES TO EMPLOYEE BENEFITS DURING THE 2018 BUDGET PROCESS**

*\*Revised 10/3/17; to be distributed at Administration Committee 10/4/17*

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the Brown County Executive submits a proposed budget to the Brown County Board of Supervisors for their consideration each year; and,

WHEREAS, it is desirable to have the Brown County Board of Supervisors approve of and authorize changes to Brown County employee benefits as specified below.

NOW, THEREFORE, BE IT RESOLVED that the Brown County Board of Supervisors hereby approves of and authorizes the following changes to employee benefits, effective January 1, 2018:

1. Employee premium contributions will be based on a 12% weighted average per the chart below for all covered employees and the County will pay the remaining 88% based on the weighted average; and

Personal Health Assessment (PHA) Tier Level and Points	Percent Paid of Total Cost by Employee	Coverage	Amount per Month
Non –Participant	25%	Single / Family	\$145.48/\$387.10

Tobacco User	20%	Single / Family	\$116.38/309.68
Standard (60 Points and below)	13%	Single / Family	\$75.66/\$201.28
Bronze 61 – 70 Points	12%	Single / Family	\$69.84/\$185.80
Silver 71 – 85 Points	11.5%	Single / Family	\$66.92/\$178.06
Gold 86 – 100 Points	11%	Single / Family	\$64.02/\$170.32

2. Employees wishing to improve their PHA Score have the option to participate in the health contingency wellness program, requiring employees to retest to validate the change in their points and potential premium level. Improvements will be retroactive to the beginning of the year for the employee premium; and,
3. Wellness Contributions will continue to be funded at 0.00%; and County Wellness Activities will not be funded; and
4. The funds included in the 2018 Health and Dental Fund as “Wellness-Other” are designated for continuation of the FastCare Clinic contract or other similar contract; and
5. Monthly dental premiums will be as follows for employees; and

Provider/Plan	Single	Family
Delta Dental	\$3.06	\$8.60
Care Plus/Dental Associates	\$2.68	\$8.05

~~6. Employees who terminate employment or retire from Brown County who have an HRA balance will have 90 days to submit claims for services received prior to their termination date. After 90 days, unused balances will return to the county's General Health and Dental Fund; and~~

~~7.~~ 6. Once an employee's HRA account is at \$100 or less, the employee will have 90 days to submit claims for reimbursement. After 90 days, unused balances will return to the county's General Health and Dental Fund; and

~~8.~~ 7. Contributions to the employees Wisconsin Retirement System will be in accordance with the rates established by the Department of Employee Trust Funds as follows; and

Employee Group	Employee Required	Employee Required	Duty Disability	Total
General	6.70	6.70	0.00	13.40
Elected	6.70	6.70	0.00	13.40
Protective	6.70	10.70	0.46	17.86

~~9-8.~~ Retiree health insurance premiums will be increased to cover the projected loss for the retiree cost pool for the calendar year 2017 and shall be adjusted accordingly to capture actual costs; and

BE IT FURTHER RESOLVED, that county administration is hereby authorized and directed to take any and all necessary steps to effectuate the changes to employee benefits as specified above in this Resolution.

*Fiscal Note: This resolution does not require an appropriation from the General Fund; these changes are included in the 2018 Budget.*

Respectfully submitted,  
ADMINISTRATION COMMITTEE,  
EXECUTIVE COMMITTEE

Authored by Human Resources  
Approved by Corporation Counsel's Office

A motion made was made by Supervisor Schadewald and seconded by Supervisor De Wane "to adopt." Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: /s/ Troy Streckenbach Date: 11/07/2017

**No. 13c -- RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE 2018 BUDGET PROCESS IN THE TECHNOLOGY SERVICES DEPT TABLE OF ORGANIZATION**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, a New Position or Position Deletion Request was submitted by the Technology Services Department ("Department") during the 2018 budget process; and,

WHEREAS, the Department has evaluated the workload to support the new changes and has identified positions to be added and/or eliminated from the table of organization; and

WHEREAS, the Department has requested to add 1.00 FTE Enterprise Cyber Security Technician position ("Position") to maintain cyber security for county services including over 200 critical applications and systems; and,

WHEREAS, various regulatory requirements have increased resulting in the increased need for specialized expertise in cyber security and more time for hands on remediation of identified problems. The addition of security tools will require more time to manage, maintain, review and remedy identified problems reducing the risk of a security breach; and,

WHEREAS, the Human Resources Department has reviewed the duties and requirements of the Position and recommends the Position be placed in Pay Grade 5 in the Classification and Compensation Plan.

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, the Technology Services Department table of organization be changed by adding 1.00 FTE Enterprise Cyber Security Technician position in Pay Grade 5 in the Classification and Compensation Plan; requested through the 2018 budget process to be effective January 1, 2018.

**Budget Impact:**

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Enterprise Cyber Security Technician, PG 5	1.00	Addition	\$84,282	\$25,917	110,199
<b>Total 2018 Budget Impact - Technology Services Department</b>					<b>\$110,199</b>

**Budget Impact:** *The fiscal change of this resolution is reflected in the 2018 budget.*

Respectfully submitted,  
ADMINISTRATION COMMITTEE  
EXECUTIVE COMMITTEE

Authored by Human Resources  
Approved by Corporation Counsel's Office

A motion was made by Supervisor Becker and seconded by Supervisor De Wane **"to adopt."**  
Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: /s/ Troy Streckenbach Date: 11/07/2017

**ATTACHMENT TO RESOLUTION #13C**

**ON THE FOLLOWING PAGE**

# Brown County

305 E. WALNUT STREET  
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KATHRYN ROELLICH

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HUMAN RESOURCES DIRECTOR

## RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

**DATE:** September 19, 2017  
**REQUEST TO:** Administration Committee; and Executive Committee  
**MEETING DATE:** October 4, 2017; and October 24, 2017  
**REQUEST FROM:** Kathryn Roellich  
Human Resources Director

**REQUEST TYPE:**    ☒ New resolution                      ☐ Revision to resolution  
                          ☐ New ordinance                      ☐ Revision to ordinance

**TITLE:** Resolution Approving New or Deleted Positions During the 2018 Budget Process In The Technology Services Table of Organization

**ISSUE/BACKGROUND INFORMATION:**

A New Position or Position Deletion Request was submitted by the Technology Services Department during the 2018 budget process.

**ACTION REQUESTED:**

Make the following changes to the Technology Services Department table of organization:

- Add 1.00 FTE Enterprise Cyber Security Technician position in Pay Grade 5 in the Classification and Compensation Plan

**FISCAL IMPACT:**

**NOTE:** This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
- a. If yes, what is the amount of the impact? \$110,199
- b. If part of a bigger project, what is the total amount of the project? \$
- c. Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2018 budget.
1. If yes, in which account? \_\_\_\_\_
2. If no, how will the impact be funded? \_\_\_\_\_

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

13C



No. 13d -- **RESOLUTION RE: APPROVING NEW OR DELETED POSITIONS DURING  
THE 2018 BUDGET PROCESS IN THE ADMINISTRATION DEPARTMENT  
TABLE OF ORGANIZATION**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, a New Position or Position Deletion Request was submitted by the Administration Department ("Department") during the 2018 budget process; and,

WHEREAS, the Department has evaluated the workload to support the new changes and has identified positions to be added and/or eliminated from the table of organization; and,

WHEREAS, the County is approaching its state mandated levy limit and there is a need to thoroughly analyze departments and county services to determine what can be eliminated or reorganized to meet budgetary constraints; and,

WHEREAS, the Department has requested to add 1.00 FTE Organizational Development Coordinator position ("Position") to diagnose and resolve potential organizational deficiencies within County departments to find cost savings; and,

WHEREAS, the Human Resources Department has reviewed the duties and requirements of the Position and recommends the Position be placed in Pay Grade 7 in the Classification and Compensation Plan.

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, the Administration Department table of organization be changed by adding 1.00 FTE Organizational Development Coordinator position in Pay Grade 7 in the Classification and Compensation Plan; requested through the 2018 budget process to be effective January 1, 2018.

**Budget Impact:**

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Organizational Development Coordinator, PG 7	1.00	Addition	\$73,164	\$24,124	\$97,288
<b>Total 2018 Budget Impact - Department of Administration</b>					<b>\$97,288</b>

*Budget Impact: The fiscal change of this resolution is reflected in the 2018 budget.*

Respectfully submitted,  
ADMINISTRATION COMMITTEE  
EXECUTIVE COMMITTEE

Authored by Human Resources  
Approved by Corporation Counsel's Office

A motion was made by Supervisor De Wane and seconded by Supervisor Becker **“to adopt.”**  
Following discussion, a roll call vote taken. Roll Call #13d(1):

Ayes: Sieber, De Wane, Nicholson, Hoyer, Gruszynski, Lefebvre, Erickson, Zima, Evans,  
Vander Leest, Buckley, Landwehr, Dantine, Brusky, Ballard, Van Dyck, Linssen,  
Kneiszel, Clancy, Moynihan, Blom, Schadewald, Lund, Becker

Nays: Kaster, Campbell

Total Ayes: 24

Total Nays: 2

Motion Carried.

Approved by: /s/ Troy Streckenbach

Date: 11/07/2017

**ATTACHMENT TO RESOLUTION #13D**

**ON THE FOLLOWING PAGE**

HUMAN RESOURCES DEPARTMENT

Brown County

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HUMAN RESOURCES DIRECTOR

**RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD**

**DATE:** September 25, 2017  
**REQUEST TO:** Administration Committee; and Executive Committee  
**MEETING DATE:** October 4, 2017; and October 24, 2017  
**REQUEST FROM:** Kathryn Roellich  
Human Resources Director

**REQUEST TYPE:** ☒ New resolution ☐ Revision to resolution  
☐ New ordinance ☐ Revision to ordinance

**TITLE:** Resolution Approving New or Deleted Positions During the 2018 Budget Process In The Administration Department Table of Organization

**ISSUE/BACKGROUND INFORMATION:**

A New Position or Position Deletion Request was submitted by the Administration Department during the 2018 budget process.

**ACTION REQUESTED:**

Make the following changes to the Administration Department table of organization:

- Add 1.00 FTE Organizational Development Coordinator position in Pay Grade 7 in the Classification and Compensation Plan

**FISCAL IMPACT:**

**NOTE:** This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
  - a. If yes, what is the amount of the impact? \$97,288
  - b. If part of a bigger project, what is the total amount of the project? \$
  - c. Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2018 budget.
    1. If yes, in which account?
    2. If no, how will the impact be funded?

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

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No. 13e -- **RESOLUTION RE: APPROVING NEW OR DELETED POSITIONS DURING  
THE 2018 BUDGET PROCESS IN THE ADMINISTRATION DEPARTMENT  
TABLE OF ORGANIZATION**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the non-profit entity NewEYE, Inc. is no longer providing services to Brown County due to the lack of support from local governmental entities that previously funded and utilized NewEYE, Inc. for recording governmental meetings in order to promote transparency; and

WHEREAS, due to NewEYE, Inc. no longer providing services to the County, the current position of 1.00 FTE LTE - Public Information Officer is no longer necessary in, and should be removed from, the Administration Department table of organization.

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, that the Administration Department table of organization be changed by deleting the 1.00 FTE LTE - Public Information Officer position, through the 2018 budget process, to be effective January 1, 2018.

**Budget Impact:**

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
LTE - Public Information Officer	1.00	Deletion	\$41,656	\$6,682	\$48,338
<b>Total 2018 Budget Impact - Administration Department</b>					<b>\$48,338</b>

*Fiscal Note: This resolution is not currently reflected in the 2018 budget. The change is budget neutral, as it reduces employee expenses and intergovernmental revenue.*

Respectfully submitted,  
ADMINISTRATION COMMITTEE  
EXECUTIVE COMMITTEE

Authored by Human Resources  
Approved by Corporation Counsel's Office

A motion was made by Supervisor Nicholson and seconded by Supervisor Vander Leest **“to adopt.”** Voice vote taken. Motion carried with no abstentions.

Approved by: /s/ Troy Streckenbach

Date: 11/07/2017

**No. 13f -- RESOLUTION RE: APPROVING NEW OR DELETED POSITIONS DURING THE 2018 BUDGET PROCESS IN THE ADMINISTRATION DEPARTMENT TABLE OF ORGANIZATION**

A motion was made by Supervisor De Wane and seconded by Supervisor Becker “to receive and place on file.” Voice vote taken. Motion carried unanimously with no abstentions.

**No. 13g -- RESOLUTION RE: APPROVING NEW OR DELETED POSITIONS DURING THE 2018 BUDGET PROCESS IN THE ADMINISTRATION DEPARTMENT TABLE OF ORGANIZATION**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, a New Position or Position Deletion Request was submitted by the Administration Department (“Department”) during the 2018 budget process; and

WHEREAS, the Department has evaluated the workload to support the new changes, has identified the need to stream line operations and reduce the number of FTE’s, and desires that its table of organization be restructured as outlined in the ‘Budget Impact’ section below.

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, that the Administration Department’s table of organization is hereby restructured as outlined in the ‘Budget Impact’ section below, as requested through the 2018 budget process to be effective January 1, 2018.

**Budget Impact:**

<b>Position Title</b>	<b>FTE</b>	<b>Addition/ Deletion</b>	<b>Salary</b>	<b>Fringe</b>	<b>Total</b>
Bookkeeper I @ \$21.28	(0.50)	Deletion	(\$ 20,749)	(\$ 3,374)	(\$ 24,123)
Senior Accountant @ \$30.75	(2.00)	Deletion	(\$128,432)	(\$23,142)	(\$151,574)
Senior Accountant @ \$30.75	(1.00)	Deletion	(\$ 64,216)	(\$26,335)	(\$ 90,551)
Accountant @ \$28.36	(1.00)	Deletion	(\$ 59,218)	(\$25,595)	(\$ 84,813)
Accounts Supervisor @ \$26.90	(1.00)	Deletion	(\$ 56,159)	(\$10,307)	(\$ 66,466)
Admin/Communications Coordinator @ \$23.25	(1.00)	Deletion	(\$ 48,536)	(\$13,709)	(\$ 62,245)
Account Clerk I @ \$18.74	(1.00)	Deletion	(\$ 36,676)	(\$21,784)	(\$ 58,460)
Senior Accountant @ \$31.95	2.00	Addition	\$133,434	\$23,944	\$157,378
Senior Accountant @ \$31.95	1.00	Addition	\$ 66,717	\$26,736	\$ 93,453
Accountant @ \$29.56	1.00	Addition	\$ 61,719	\$25,995	\$ 87,714
Accountant @ \$28.94	1.00	Addition	\$ 60,432	\$10,994	\$ 71,426
Admin/Communications Coordinator @ \$23.97	1.00	Addition	\$ 50,039	\$13,950	\$ 63,989
Account Clerk I @ \$21.28	1.00	Addition	\$ 41,496	\$22,560	\$ 64,056
<b>Total 2018 Budget Impact - Administration Department</b>					<b>(\$216)</b>

*Fiscal Note: This resolution does not require an appropriation from the general fund and is not currently reflected in the 2018 budget as it is budget neutral.*

Respectfully submitted,  
ADMINISTRATION COMMITTEE  
EXECUTIVE COMMITTEE

Authored by Human Resources  
Approved by Corporation Counsel's Office

A motion was made by Supervisor De Wane and seconded by Supervisor Schadewald **"to adopt."** Roll Call Vote taken. Roll Call Vote #13g:

Ayes: De Wane, Nicholson, Hoyer, Gruszynski, Erickson, Zima, Evans, Vander Leest, Buckley, Landwehr, Dantine, Brusky, Kaster, Van Dyck, Linssen, Clancy, Campbell, Moynihan, Blom, Schadewald, Lund, Becker

Nays: Sieber, Lefebvre, Ballard, Kneiszel

Total Ayes: 22 Total Nays: 4

Motion Carried.

Approved by: /s/ Troy Streckenbach Date: 11/07/2017

**Education & Recreation and Executive Committees**

**No. 13h -- RESOLUTION RE: APPROVING A CHANGE IN POSITION DURING THE 2018 BUDGET PROCESS IN THE ZOO AND PARKS DEPARTMENT – PARKS TABLE OF ORGANIZATION**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, a request to change a position in the Parks table of organization was submitted by the Zoo and Parks Department ("Department") during the 2018 budget process; and

WHEREAS, the Business Manager position ("Position") had previously been allowed to live onsite at Pamperin Park; and

WHEREAS, the Business Manager's rent of \$300.00 per month for living onsite was considered part of the total compensation for the Business Manager, and said \$300.00 per month was included in the Business Manager's salary as income for tax and fringe purposes; and

WHEREAS, in 2018 the individual in this Position will no longer live onsite at Pamperin Park, and the \$300.00 per month additional salary for this Position will cease; and

WHEREAS, the Department has requested to adjust the salary of the Position by increasing the Position's salary as reflected in the 'Budget Impact' section below in order for the salary of the Position to be equitable and in line with other Parks management staff that have not lived onsite.

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, that the salary of the Business Manager position in the Zoo and Parks Department – Parks table of organization be increased as reflected in the 'Budget Impact' section below, and as requested through the 2018 budget process to be effective January 1, 2018.

**Budget Impact:**

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Business Manager (living onsite)	(1.00)	Deletion	\$(57,005)	\$(26,238)	\$(83,243)
Rent as compensation		Deletion	\$(3,600)	\$(657)	\$(4,267)
Business Manager (not living onsite)	1.00	Addition	\$ 60,605	\$ 26,895	\$ 87,510
<b>Total 2018 Budget Impact Zoo and Park Management – Parks</b>					<b>\$ 0</b>

**Budget Impact:** The fiscal change of this resolution is reflected in the 2018 budget.

Respectfully submitted,

EDUCATION & RECREATION COMMITTEE  
EXECUTIVE COMMITTEE

Authored by Human Resources  
Approved by Corporation Counsel's Office

A motion was made by Supervisor Campbell and seconded by Supervisor Gruszynski **"to adopt."**  
Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: /s/ Troy Streckenbach Date: 11/07/2017

**ATTACHMENT TO RESOLUTION #13H**

**ON THE FOLLOWING PAGE**

HUMAN RESOURCES DEPARTMENT



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KATHRYN ROELLICH

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HUMAN RESOURCES DIRECTOR

**RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD**

**DATE:** September 28, 2017  
**REQUEST TO:** Education & Recreation Committee; and Executive Committee  
**MEETING DATE:** October 17, 2017; and October 23, 2017  
**REQUEST FROM:** Kathryn Roellich  
Human Resources Director

**REQUEST TYPE:** ☒ New resolution ☐ Revision to resolution  
☐ New ordinance ☐ Revision to ordinance

**TITLE:** Resolution Approving a Change in Position During the 2018 Budget Process in the Facility and Park Management Department - Parks Table of Organization

**ISSUE/BACKGROUND INFORMATION:**

The Facility and Park Management Department – Parks submitted a request during the 2018 budget process to change the Business Manager position. In 2018, the Business Manager position will no longer live onsite at Pamperin Park. To live onsite, the position has paid \$300/month rent through payroll deduction and the salary was reduced by an equal amount.

**ACTION REQUESTED:**

Make the following changes to the Facility and Park Management - Parks table of organization:

- Adjust the salary of the Business Manager position to be equitable to Parks management staff that have not lived onsite.

**FISCAL IMPACT:**

**NOTE:** This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
  - a. If yes, what is the amount of the impact? \$4,267
  - b. If part of a bigger project, what is the total amount of the project? \$ \_\_\_\_\_
  - c. Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2018 budget.
    1. If yes, in which account? \_\_\_\_\_
    2. If no, how will the impact be funded? \_\_\_\_\_

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

13h



**No. 13i --      RESOLUTION RE: APPROVING NEW OR DELETED POSITIONS DURING  
THE 2018 BUDGET PROCESS IN THE ZOO AND PARKS DEPARTMENT –  
ZOO TABLE OF ORGANIZATION**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, a New Position or Position Deletion Request was submitted by the Zoo and Parks Department ("Department") in the Zoo Table of Organization during the 2018 budget process; and

WHEREAS, the Department has requested to delete (1.30) FTE Park Lead Guide positions (seasonal) and add 1.00 FTE Park Lead Guide positions (year-round) to better meet the needs of the Department, improve services and increase attendance; and

WHEREAS, a year-round Park Lead Guide position would allow the Adventure Park to do more programming to generate more revenue in the off-season, and to do additional marketing, hiring, training, invoicing and client outreach in the off-season; and

WHEREAS, the Department has also requested to increase the wage for the year-round Park Lead Guide position from \$10.25 per hour to \$13.65 per hour to attract and retain qualified candidates; and

WHEREAS, the Department has requested to add a 0.23 FTE Zoo Educator LTE position to meet the demand for summer education programs, Zoomobiles and birthday parties, and conducting more of these activities should result in increased revenue; and

WHEREAS, the Department has also requested to add a 0.23 FTE Summer LTE position to assist with exhibit maintenance upkeep as recommended in the recent AZA accreditation inspection.

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, that the Zoo and Parks Department - Zoo table of organization be changed by deleting (1.30) FTE Park Lead Guide positions (seasonal) at \$10.25 per hour, adding 1.00 FTE Park Lead Guide positions (year-round) at \$13.65 per hour, adding 0.23 FTE Zoo Educator LTE position at \$9.05 per hour, and adding 0.23 FTE Summer LTE position at \$9.05 per hour, as requested through the 2018 budget process to be effective January 1, 2018.

**Budget Impact:**

<b>Position Title</b>	<b>FTE</b>	<b>Addition/ Deletion</b>	<b>Salary</b>	<b>Fringe</b>	<b>Total</b>
Park Lead Guide @ \$10.25/hour	(1.30)	Deletion	\$(29,258)	\$(2,942)	\$(32,200)
Park Lead Guide @ \$13.65/hour	1.00	Addition	\$ 28,392	\$ 2,854	\$ 31,246
Zoo Educator LTE @ \$9.05/hour	0.23	Addition	\$ 4,330	\$ 435	\$ 4,765
Summer LTE @ \$9.05/hour	0.23	Addition	\$ 4,330	\$ 435	\$ 4,765
<b>Total 2018 Budget Impact Zoo and Park Management – Zoo</b>					<b>\$ 8,576</b>

**Budget Impact:** *The fiscal change of this resolution is reflected in the 2018 budget.*

Respectfully submitted,  
EDUCATION & RECREATION COMMITTEE  
EXECUTIVE COMMITTEE

Authored by Human Resources  
Approved by Corporation Counsel's Office

A motion was made by Supervisor Gruszynski and seconded by Supervisor Ballard **"to adopt."**  
Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: /s/ Troy Streckenbach Date: 11/07/2017

**ATTACHMENT TO RESOLUTION #13i**  
**ON THE FOLLOWING PAGE**

HUMAN RESOURCES DEPARTMENT

Brown County

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HUMAN RESOURCES DIRECTOR

**RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD**

**DATE:** October 2, 2017  
**REQUEST TO:** Education & Recreation Committee; and Executive Committee  
**MEETING DATE:** October 17, 2017; and October 23, 2017  
**REQUEST FROM:** Kathryn Roellich  
Human Resources Director

**REQUEST TYPE:** ☒ New resolution ☐ Revision to resolution  
☐ New ordinance ☐ Revision to ordinance

**TITLE:** Resolution Approving New or Deleted Positions During the 2018 Budget Process In The Zoo and Parks Department – Zoo Table of Organization

**ISSUE/BACKGROUND INFORMATION:**

A New Position or Position Deletion Request was submitted by the Zoo and Parks Department – Zoo table of organization during the 2018 budget process.

**ACTION REQUESTED:**

Make the following changes to the Zoo and Parks Department – Zoo table of organization:

- Delete (1.30) FTE Park Lead Guide positions @ \$10.25/hour (seasonal positions)
- Add 1.00 FTE Park Lead Guide positions @ \$13.65/hour (year-round positions)
- Add 0.23 FTE Zoo Educator LTE position @ \$9.05/hour
- Add 0.23 FTE Summer LTE position @ \$9.05/hour

**FISCAL IMPACT:**

**NOTE:** This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
  - a. If yes, what is the amount of the impact? \$8,576
  - b. If part of a bigger project, what is the total amount of the project? \$ \_\_\_\_\_
  - c. Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2018 budget.
    1. If yes, in which account? \_\_\_\_\_
    2. If no, how will the impact be funded? \_\_\_\_\_

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

131

No. 13j -- **RESOLUTION RE: APPROVING A CHANGE IN POSITION DURING THE 2018 BUDGET PROCESS IN THE EXECUTIVE'S OFFICE TABLE OF ORGANIZATION**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, a request to change a position was submitted by the Executive's Office ("Office") during the 2018 budget process; and

WHEREAS, during the 2017 budget process, the Executive Assistant position ("Position") was reclassified to non-exempt to meet the pending change to the Fair Labor Standards Act (FLSA) threshold for exempt positions; and

WHEREAS, the threshold was not changed so the Office has requested to reclassify the Position back to exempt and eliminate \$1,000 in budgeted overtime; and

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, that the Executive Assistant position in the Executive's Office table of organization be changed from non-exempt to exempt status and \$1,000 of overtime funds be eliminated from the Executive's Office budget, as requested through the 2018 budget process to be effective January 1, 2018.

**Budget Impact:**

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Budgeted Overtime	n/a	Deletion	\$(1,000)	--	\$(1,000)
<b>Total 2018 Budget Impact - Executive's Office</b>					<b>\$(1,000)</b>

**Budget Impact:** *The fiscal change of this resolution is reflected in the 2018 budget.*

Respectfully submitted,  
EXECUTIVE COMMITTEE

Authored by Human Resources  
Approved by Corporation Counsel's Office

A motion was made by Supervisor Schadewald and seconded by Supervisor De Wane "to adopt." Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: /s/ Troy Streckenbach

Date: 11/07/2017

**ATTACHMENT TO RESOLUTION #13J**

**ON THE FOLLOWING PAGE**

HUMAN RESOURCES DEPARTMENT

*Brown County*

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HUMAN RESOURCES DIRECTOR

**RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD**

**DATE:** October 3, 2017  
**REQUEST TO:** Executive Committee  
**MEETING DATE:** October 23, 2017  
**REQUEST FROM:** Kathryn Roellich  
Human Resources Director

**REQUEST TYPE:** ☒ New resolution ☐ Revision to resolution  
☐ New ordinance ☐ Revision to ordinance

**TITLE:** Resolution Approving Change in Position During the 2018 Budget Process in the Executive's Office Table of Organization

**ISSUE/BACKGROUND INFORMATION:**

The Executive's Office submitted a request to change the Executive Assistant position during the 2018 budget process.

**ACTION REQUESTED:**

Make the following changes to the Executive's Office table of organization:

- Change the Executive Assistant position from non-exempt to exempt status
- Eliminate \$1,000 of overtime funds

**FISCAL IMPACT:**

**NOTE:** This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
  - a. If yes, what is the amount of the impact? Savings of \$(1,000)
  - b. If part of a bigger project, what is the total amount of the project? \$
  - c. Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2018 budget.
    1. If yes, in which account?
    2. If no, how will the impact be funded?

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

13j

## **Human Services and Executive Committees**

### **No. 13k -- RESOLUTION RE: APPROVING NEW OR DELETED POSITIONS DURING THE 2018 BUDGET PROCESS IN THE HEALTH & HUMAN SERVICES DEPARTMENT – COMMUNITY PROGRAMS TABLE OF ORGANIZATION**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, a New Position or Position Deletion Request was submitted by the Health and Human Services Department – Community Programs (“Department”) during the 2018 budget process; and

WHEREAS, the number of contracted facilities has increased in the area, the network of crisis services has expanded, and there exists a need to coordinate with contracted entities data collection and analysis, strategies to expedite the detention process, ways to identify and reduce obstacles in decision making, ways to promote crisis plan continuity, and ways to promote person centered practices; and

WHEREAS, the Department has requested to add 1.00 FTE Behavioral Health Supervisor – Crisis Coordinator position (“Position”) to be responsible for developing, monitoring and evaluating crisis mental health services for children and adults provided through contracted services and internal department staff; and

WHEREAS, the addition of this Position will enable the Department to competitively pursue the best method for purchasing and providing crisis services; and

WHEREAS, the Human Resources Department has reviewed the duties and requirements of the Position and recommends that the Position be placed in Pay Grade 8 of the Classification and Compensation Plan.

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, that the Health and Human Services Department – Community Programs table of organization be changed by adding (1.00) FTE Behavioral Health Supervisor – Crisis Coordinator position in Pay Grade 8 in the Classification and Compensation Plan, as requested through the 2018 budget process to be effective January 1, 2018.

#### **Budget Impact:**

<b>Position Title</b>	<b>FTE</b>	<b>Addition/ Deletion</b>	<b>Salary</b>	<b>Fringe</b>	<b>Total</b>
Behavioral Health Supervisor – Crisis Coordinator, PG 8	1.00	Addition	\$68,048	\$24,768	\$92,816
<b>Total 2018 Budget Impact Health and Human Services – Community Programs</b>					<b>\$92,816</b>

**Budget Impact:** *The fiscal impact of this Resolution is reflected in the 2018 budget.*

Respectfully submitted,  
HUMAN SERVICES COMMITTEE  
EXECUTIVE COMMITTEE

Authored by Human Resources  
Approved by Corporation Counsel's Office

A motion was made by Supervisor Hoyer and seconded by Supervisor Brusky **"to adopt."**  
Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: /s/ Troy Streckenbach Date: 11/07/2017

**ATTACHMENT TO RESOLUTION #13K**

**ON THE FOLLOWING PAGE**

# Brown County

The seal of Brown County, Wisconsin, is a circular emblem. It features a central illustration of a classical building with a dome, likely the Wisconsin State Capitol. The words "Brown County" are arched across the top, and "Established 1818" is arched across the bottom. Two small stars are positioned on the left and right sides of the seal.

HUMAN RESOURCES DIRECTOR



**No. 131 --      RESOLUTION RE: APPROVING NEW OR DELETED POSITIONS DURING  
THE 2018 BUDGET PROCESS IN THE HEALTH & HUMAN SERVICES  
DEPARTMENT – COMMUNITY PROGRAMS TABLE OF ORGANIZATION**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, a New Position or Position Deletion Request was submitted by the Health and Human Services Department – Community Programs (“Department”) during the 2018 budget process; and

WHEREAS, the Department has evaluated its workload and has identified positions to be added and/or eliminated from the table of organization; and

WHEREAS, the Children’s Long Term Support Program is mandated by the State to eliminate the programs’ wait list. To fulfill this mandate, the Department needs to hire additional Social Worker/Case Managers, as current staff are unable to manage additional case load volumes; and

WHEREAS, the positions will be fully funded by the State through case management and administrative revenues of the Children’s Long Term Support Program; and

WHEREAS, the Department has requested to add 4.00 FTE Social Worker/Case Manager positions and 1.00 FTE Social Worker Supervisor position in order to fulfill the mandate and maintain operational effectiveness.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the Health and Human Services Department – Community Programs table of organization be changed by adding 4.00 FTE Social Worker/Case Manager positions in Pay Grade 12, and by adding 1.00 FTE Social Worker Supervisor position in Pay Grade 9, as requested through the 2018 budget process to be effective January 1, 2018.

BE IT FURTHER RESOLVED, should the funding from the State be eliminated, the positions will end, and be eliminated, from the Health and Human Services-Community Programs Table of Organization.

**Budget Impact:**

<b>Position Title</b>	<b>FTE</b>	<b>Addition/ Deletion</b>	<b>Salary</b>	<b>Fringe</b>	<b>Total</b>
Social Worker/Case Manager PG 12 (3,916 hours) @ \$24.38	2.00	Addition	\$95,448	\$40,210	\$135,658
Social Worker/Case Manager PG 12 (1,632 hours) @ \$24.38	1.00	Addition	\$39,788	\$16,757	\$56,545
Social Worker/Case Manager PG 12 (1,305 hours) @ \$24.38	1.00	Addition	\$31,816	\$13,400	\$45,216
Social Worker Supervisor PG 9 (2,088 hours) @ \$30.31	1.00	Addition	\$ 63,287	\$22,532	\$ 85,819
<b>Total County Chargeback</b>					<b>\$ 34,723</b>

<b>Total 2018 Budget Impact - Health &amp; Human Services - Community Programs</b>	<b>\$357,961</b>
--	------------------

*Fiscal Note: This budget resolution is not included in the 2018 Budget. The expense will be fully funded by the State.*

Respectfully submitted,  
HUMAN SERVICES COMMITTEE  
EXECUTIVE COMMITTEE

Authored by Human Resources  
Approved by Corporation Counsel

A motion was made by Supervisor Blom and seconded by Supervisor Brusky **“to adopt.”**  
Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: /s/ Troy Streckenbach Date: 11/07/2017

**ATTACHMENT TO RESOLUTION #13L**  
**ON THE FOLLOWING PAGE**

HUMAN RESOURCES DEPARTMENT

Brown County

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HUMAN RESOURCES DIRECTOR

**RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD**

**DATE:** October 5, 2017  
**REQUEST TO:** Human Services Committee; and Executive Committee  
**MEETING DATE:** October 10, 2017; and October 23, 2017  
**REQUEST FROM:** Kathryn Roellich  
Human Resources Director

**REQUEST TYPE:** ☒ New resolution ☐ Revision to resolution  
☐ New ordinance ☐ Revision to ordinance

**TITLE:** Resolution Approving New or Deleted Positions During the 2018 Budget Process in the Health and Human Services Department – Community Programs Table of Organization

**ISSUE/BACKGROUND INFORMATION:**

The Health and Human Services Department – Community Programs requested the addition of 4.00 FTE Social Worker/Case Manager positions and 1.00 FTE Social Worker Supervisor as current staff are at capacity and unable to manage any additional case load volume. Additional staff will help to eliminate the Children's Long Term Support Program wait list and provide necessary care management.

**ACTION REQUESTED:**

Make the following changes to the Health and Human Services – Community Programs table of organization:

- Add 4.00 FTE Social Worker/Case Manager positions
- Add 1.00 FTE Social Worker Supervisor position

**FISCAL IMPACT:**

**NOTE:** This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
  - a. If yes, what is the amount of the impact? \$357,961
  - b. If part of a bigger project, what is the total amount of the project? \$ \_\_\_\_\_
  - c. Is it currently budgeted? ☐ Yes ☒ No It is not reflected in the 2018 budget.
    1. If yes, in which account? \_\_\_\_\_
    2. If no, how will the impact be funded? The expense will be fully funded by the State.

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

131

**No. 13m -- RESOLUTION RE: APPROVING NEW OR DELETED POSITIONS DURING THE 2018 BUDGET PROCESS IN THE HEALTH & HUMAN SERVICES DEPARTMENT – COMMUNITY SERVICES TABLE OF ORGANIZATION**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, a New Position or Position Deletion Request was submitted by the Health and Human Services Department – Community Services (“Department”) during the 2018 budget process; and

WHEREAS, in the Department’s final review of the table of organization with Human Resources it was determined that a Clerk II position from Community Services was assigned to a general ledger account in the Community Treatment Center. The Department is requesting the addition of a 1.00 FTE Clerk II to the Community Services table of organization and a deletion of a 1.00 Clerk II from the Community Treatment Center to more accurately reflect the intended table of organization.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the Health and Human Services Department – Community Services table of organization be changed by adding 1.00 FTE Clerk II and deleting a 1.00 Clerk II from the Community Treatment Center table of organization as requested through the 2018 budget process.

**Budget Impact:**

<b>Position Title</b>	<b>FTE</b>	<b>Addition/ Deletion</b>	<b>Salary</b>	<b>Fringe</b>	<b>Total</b>
Clerk II (Community Treatment Center)	1.00	Deletion	\$30,284	\$10,756	\$41,040
Clerk II (Community Services)	1.00	Addition	\$30,284	\$10,756	\$41,040
<b>Total 2018 Budget Impact - Health &amp; Human Services - Community Services</b>					<b>(\$0.00)</b>

*Fiscal Note: This budget resolution is not included in the 2018 Budget. This resolution has no fiscal impact.*

Respectfully submitted,  
HUMAN SERVICES COMMITTEE  
EXECUTIVE COMMITTEE

Authored by Human Resources  
Approved by Corporation Counsel

A motion was made by Supervisor Blom and seconded by Supervisor Brusky **“to adopt.”**  
Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: /s/ Troy Streckenbach

Date: 11/07/2017

## **ATTACHMENT TO RESOLUTION #13M**

### HUMAN RESOURCES DEPARTMENT

*Brown County*

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HUMAN RESOURCES DIRECTOR

### **RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD**

**DATE:** October 10, 2017  
**REQUEST TO:** Human Services Committee; and Executive Committee  
**MEETING DATE:** October 10, 2017; and October 23, 2017  
**REQUEST FROM:** Kathryn Roellich  
Human Resources Director

**REQUEST TYPE:** ☒ New resolution ☐ Revision to resolution  
☐ New ordinance ☐ Revision to ordinance

**TITLE:** Resolution Approving New or Deleted Positions During the 2018 Budget Process in the Health and Human Services Department Table of Organization

#### **ISSUE/BACKGROUND INFORMATION:**

In 2017 it was determined that a Clerk II position from Community Services was assigned to a general ledger account in the Community Treatment Center. The Department is requesting to correct the departments 2018 organization chart to more accurately reflect the intended table of organization.

#### **ACTION REQUESTED:**

Make the following changes to the Health and Human Services table of organization:

- Add 1.00 FTE Clerk II to Community Services
- Delete 1.00 FTE Clerk II from Community Treatment Center

#### **FISCAL IMPACT:**

**NOTE:** This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☐ Yes ☒ No
  - a. If yes, what is the amount of the impact? \$0
  - b. If part of a bigger project, what is the total amount of the project? \$ \_\_\_\_\_
  - c. Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2018 budget.
    1. If yes, in which account? 201.076.170.172
    2. If no, how will the impact be funded?

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

13m

**No. 13n --     RESOLUTION RE: APPROVING NEW OR DELETED POSITIONS DURING  
THE 2018 BUDGET PROCESS IN THE HEALTH & HUMAN SERVICES  
DEPARTMENT – COMMUNITY SERVICES TABLE OF ORGANIZATION.**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, a New Position or Position Deletion Request was submitted by the Health and Human Services Department – Community Services (“Department”) during the 2018 budget process; and

WHEREAS, in the Department’s final review of its table of organization with Human Resources it was determined that a Clerk II position in Economic Support Services was not accounted for in the Department’s 2018 budget. The Department is requesting the addition of a 1.00 FTE Clerk II as more fully described in the ‘Budget Impact’ section below, to accurately reflect the intended table of organization.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the Health and Human Services Department – Community Services table of organization be changed by adding 1.00 FTE Clerk II, as reflected in the ‘Budget Impact’ section below, and as requested through the 2018 budget process to be effective January 1, 2018.

**Budget Impact:**

<b>Position Title</b>	<b>FTE</b>	<b>Addition/ Deletion</b>	<b>Salary</b>	<b>Fringe</b>	<b>Total</b>
Clerk II	1.00	Addition	\$28,016	\$16,839	\$44,855
<b>Total 2018 Budget Impact - Health &amp; Human Services - Community Services</b>					<b>\$44,855</b>

*Fiscal Note: This budget resolution is not included in the 2018 Budget. Expenses will be offset by Federal/State funding.*

Respectfully submitted,  
HUMAN SERVICES COMMITTEE  
EXECUTIVE COMMITTEE

Authored by Human Resources  
Approved by Corporation Counsel

A motion was made by Supervisor Hoyer and seconded by Supervisor Brusky **“to adopt.”**  
Voice vote taken. Motion carried unanimously with no abstentions.

Approved by:   /s/ Troy Streckenbach  

Date:   11/07/2017  

**ATTACHMENT TO RESOLUTION #13N**

**ON THE FOLLOWING PAGE**

HUMAN RESOURCES DEPARTMENT

Brown County

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HUMAN RESOURCES DIRECTOR

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

**DATE:** October 10, 2017  
**REQUEST TO:** Human Services Committee; and Executive Committee  
**MEETING DATE:** October 10, 2017; and October 23, 2017  
**REQUEST FROM:** Kathryn Roellich  
Human Resources Director

**REQUEST TYPE:** ☒ New resolution ☐ Revision to resolution  
☐ New ordinance ☐ Revision to ordinance

**TITLE:** Resolution Approving New or Deleted Positions During the 2018 Budget Process in the Health and Human Services Department – Community Services Table of Organization

**ISSUE/BACKGROUND INFORMATION:**

The Health and Human Services Department – Community Services requested the addition of 1.00 FTE Clerk II as it was determined that the Clerk II position in Economic Support Services was not accounted for in the 2018 budget.

**ACTION REQUESTED:**

Make the following changes to the Health and Human Services – Community Services table of organization:

- Add 1.00 FTE Clerk II

**FISCAL IMPACT:**

**NOTE:** This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
  - a. If yes, what is the amount of the impact? \$44,855
  - b. If part of a bigger project, what is the total amount of the project? \$
  - c. Is it currently budgeted? ☐ Yes ☒ No It not is reflected in the 2018 budget.
    1. If yes, in which account? \_\_\_\_\_
    2. If no, how will the impact be funded? Position will be funded by a Federal/State funding, including additional Fraud Prevention Grant Funding.

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

13n

**No. 13o --     RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE  
2018 BUDGET PROCESS IN THE HEALTH & HUMAN SERVICES  
DEPARTMENT – PUBLIC HEALTH TABLE OF ORGANIZATION**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, a New Position or Position Deletion Request was submitted by the Health and Human Services Department – Public Health (“Department”) during the 2018 budget process; and

WHEREAS, the Department has evaluated the workload to support the new changes and has identified positions to be added and/or eliminated from the table of organization; and

WHEREAS, the Department has requested to delete a vacant (0.32) FTE Public Health Nurse position and a vacant (0.15) FTE LTE-Co-op/Student Intern position; and

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, that the Health and Human Services Department – Public Health table of organization be changed by deleting (0.32) FTE Public Health Nurse position and deleting (0.15) LTE-Co-op/Student Intern position; as requested through the 2018 budget process to be effective January 1, 2018.

**Budget Impact:**

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Public Health Nurse	(0.32)	Deletion	\$(18,913)	\$(15,779)	\$(34,692)
LTE-Co-op/Student Intern	(0.15)	Deletion	\$( 2,574)	\$( 200)	\$( 2,774)
<b>Total 2018 Budget Impact Health and Human Services – Public Health</b>					<b>\$(37,466)</b>

**Budget Impact:** *The fiscal change of this resolution is reflected in the 2018 budget.*

Respectfully submitted,  
HUMAN SERVICES COMMITTEE  
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 11/07/2017

Authored by Human Resources  
Approved by Corporation Counsel's Office

A motion was made by Supervisor Brusky and seconded by Supervisor Schadewald “**to Adopt.**” Voice vote taken. Motion carried unanimously.

**ATTACHMENT TO RESOLUTION #13o**  
**ON THE FOLLOWING PAGE**





## **Planning, Development & Transportation and Executive Committees**

### **No. 13p -- RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE 2018 BUDGET PROCESS IN THE PLANNING AND LAND SERVICES TABLE OF ORGANIZATION.**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, a New Position or Position Deletion Request was submitted by the Planning and Land Services Department ("Department") during the 2018 budget process; and

WHEREAS, on October 16, 2017 a motion was made at the Planning, Development, & Transportation Committee meeting to refer back to staff concerns regarding the continuing difficulty of filling the vacant Principle Planner position in the Department; and

WHEREAS, the demand for housing program assistance has increased due to additional community needs and increased awareness of the program, and the Department currently has a backlog of planning work due to commitments made prior to the vacancy of the Principal Planner position; and

WHEREAS, the Department is requesting the deletion of 1.00 FTE Principal Planner position and the addition of 2.00 FTE Senior Planner positions to the 2018 table of organization to assist with workload and operational needs in housing planning and general planning areas; and

WHEREAS, if the funding for these positions is eliminated in the future, then these positions will end and will be eliminated from the Planning and Land Services Department table of organization.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the Planning and Land Services Department table of organization is hereby changed by deleting 1.00 FTE Principal Planner position and by adding 2.00 FTE Senior Planner positions through the 2018 budget process to be effective January 1, 2018, and as reflected in the 'Budget Impact' section below, subject to the condition that if the funding for these positions is eliminated in the future, then these positions will end and will be eliminated from the Planning and Land Services Department table of organization.

#### **Budget Impact-**

<b>Position Title</b>	<b>FTE</b>	<b>Addition/ Deletion</b>	<b>Salary</b>	<b>Fringe</b>	<b>Total</b>
Principal Planner @ \$35.04/hour (PG 7)	(1.00)	(Deletion)	(\$73,164)	(\$24,124)	(\$97,288)
Senior Planner @ \$30.31/hour (PG 9)	2.00	Addition	\$126,574	\$45,064	\$171,638
<b>Planning and Land Services- Total 2018 Budget Impact</b>					<b>\$74,350</b>

*Fiscal Note: This resolution is not included in the 2018 Budget and does not require an appropriation from or increase to the General Fund. Expenses will be 100% funded through grants and local assistance contract revenues.*

Respectfully submitted,  
PLANNING, DEVELOPMENT, &  
TRANSPORTATION COMMITTEE  
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Dated: 11/07/2017

Approved by Human Resources  
Approved by Corporation Counsel

A motion was made by Supervisor Dantine and seconded by Supervisor Landwehr “**to adopt**”. Voice vote taken. Motion carried unanimously.

**ATTACHMENT TO RESOLUTION #13p**  
**ON THE FOLLOWING PAGE**

HUMAN RESOURCES DEPARTMENT

Brown County

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HUMAN RESOURCES DIRECTOR

**RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD**

**DATE:** October 23, 2017  
**REQUEST TO:** Executive Committee; and County Board  
**MEETING DATE:** October 23, 2017; and November 1, 2017  
**REQUEST FROM:** Kathryn Roellich  
Human Resources Director

**REQUEST TYPE:** ☒ New resolution ☐ Revision to resolution  
☐ New ordinance ☐ Revision to ordinance

**TITLE:** Resolution Approving New or Deleted Positions During the 2018 Budget Process in the Planning and Land Services Department table of organization

**ISSUE/BACKGROUND INFORMATION:**

A motion was made at the Planning, Development, & Transportation Committee meeting on October 16, 2017 to refer back to staff concerns regarding the Departments continuing difficulty in filling a vacant Principal Planner position.

**ACTION REQUESTED:**

Make the following changes to the Planning and Land Services Department table of organization

- Delete 1.00 FTE Principal Planner Position
- Add 2.00 FTE Senior Planner Positions

**FISCAL IMPACT:**

**NOTE:** *This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.*

1. Is there a fiscal impact? ☒ Yes ☐ No
  - a. If yes, what is the amount of the impact? \$74,350
  - b. If part of a bigger project, what is the total amount of the project? \_\_\_\_\_
  - c. Is it currently budgeted? ☐ Yes ☒ No It is not reflected in the 2018 budget.
    1. If yes, in which account? \_\_\_\_\_
    2. If no, how will the impact be funded? 1.00 FTE Senior Planner will be covered 100% by CDBG Grant, and the other 1.00 FTE Senior Planner will be covered by other grant and local assistance contract revenues; therefore these changes do not reflect a levy impact.

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

13p

**No. 13q -- RESOLUTION APPROVING A CHANGE IN POSITION DURING THE 2018 BUDGET PROCESS IN THE PORT AND RESOURCE RECOVERY DEPARTMENT TABLE OF ORGANIZATION.**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, a request to change a position was submitted by the Port and Resource Recovery Department ("Department") during the 2018 budget process; and,

WHEREAS, during 2016 and 2017 the Department had to hire LTE-Co-op/Student Intern positions (junior level college students) ("Position") at \$10.00/hour because they were unable to recruit at \$8.25/hour; and,

WHEREAS, the Department has requested to increase the budgeted amount for the Position to reflect the \$10.00/hour rate of pay.

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, that the Port and Resource Recovery Department table of organization be changed by increasing the LTE Co-op/Student Intern position (junior level college students) rate of pay to \$10.00/hour; requested through the 2018 budget process to be effective January 1, 2018.

**Budget Impact:**

<b>Position Title</b>	<b>FTE</b>	<b>Addition/ Deletion</b>	<b>Salary</b>	<b>Fringe</b>	<b>Total</b>
LTE-Co-op/Student Intern @ \$8.25/hour	Varies	Deletion	\$(17,160)	\$(1,355)	\$(18,515)
LTE-Co-op/Student Intern @ \$10.00/hour	Varies	Addition	\$ 20,800	\$ 1,643	\$ 22,443
<b>Total 2018 Budget Impact – Port and Resource Recovery</b>					<b>\$ 3,928</b>

**Budget Impact:** *The fiscal change of this resolution is reflected in the 2018 budget.*

Respectfully submitted,  
PLANNING, DEVELOPMENT &  
TRANSPORTATION COMMITTEE  
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Dated: 11/07/2017

Authored by Human Resources  
Approved by Corporation Counsel's Office

A motion was made by Supervisor Dantine and seconded by Supervisor Landwehr "to adopt". Voice vote taken. Motion carried unanimously.

**ATTACHMENT TO RESOLUTION #13q ON THE FOLLOWING PAGE**

HUMAN RESOURCES DEPARTMENT

Brown County

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HUMAN RESOURCES DIRECTOR

**RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD**

**DATE:** September 28, 2017  
**REQUEST TO:** Planning, Development & Transportation Committee; and Executive Committee  
**MEETING DATE:** October 16, 2017; and October 23, 2017  
**REQUEST FROM:** Kathryn Roellich  
Human Resources Director

**REQUEST TYPE:** ☒ New resolution ☐ Revision to resolution  
☐ New ordinance ☐ Revision to ordinance

**TITLE:** Resolution Approving a Change in Position During the 2018 Budget Process In The Port and Resource Recovery Table of Organization

**ISSUE/BACKGROUND INFORMATION:**

The Port and Resource Recovery Department submitted a request to change the rate of pay for the LTE-Co-op/Student Intern position (junior level college students) during the 2018 budget process.

**ACTION REQUESTED:**

Make the following changes to the Port and Resource Recovery table of organization:

- Increase the rate of pay for the LTE-Co-op Student/Intern position (junior level college students) from \$8.25/hour to \$10.00/hour.

**FISCAL IMPACT:**

**NOTE:** This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
  - a. If yes, what is the amount of the impact? \$3,928
  - b. If part of a bigger project, what is the total amount of the project? \$ \_\_\_\_\_
  - c. Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2018 budget.
    1. If yes, in which account? \_\_\_\_\_
    2. If no, how will the impact be funded? \_\_\_\_\_

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

139

**No. 13r --      RESOLUTION REGARDING RECLASSIFICATION OF A JOURNEYMAN  
ELECTRICIAN POSITION IN THE PUBLIC WORKS – FACILITIES TABLE OF  
ORGANIZATION.**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, at the request of the Planning, Development and Transportation Committee, the Human Resources Department performed a thorough review of the Brown County Classification Specifications, position descriptions, and duties and responsibilities performed on a routine and re-occurring basis by the Journeyman Electrician position and the Master Electrician positions; and

WHEREAS, it was determined that all Electrician positions (Master and Journeyman) are performing the same work on a routine and re-occurring basis. The only delineation in the Classification Specification to identify the differences between these titles was the type of certification, as designated by the State of Wisconsin, Department of Safety and Professional Services, held by the employee in the position. As the employee in the Journeyman Electrician position has obtained the certification of a “Master” Electrician, the position should be reclassified accordingly; and

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the reclassification of the 1.00 FTE Journeyman Electrician position in Pay Grade 12 in the Public Works - Facilities Department table of organization to 1.00 FTE Master Electrician position in Pay Grade 10 of the Classification and Compensation Plan is hereby approved.

**Budget Impact:**

Public Works - Facilities

<b>Annualized Budget Impact</b>	<b>FTE</b>	<b>Additio n/Deleti on</b>	<b>Salary</b>	<b>Fringe</b>	<b>Total</b>
Journeyman Electrician PG 12 (2,088 hours)	(1.00)	Deletion	(\$55,078.00)	(\$24,440.00)	(\$79,518.00)
Master Electrician PG 10 (2,088 hours)	1.00	Addition	\$65,042.00	\$25,966.00	\$91,008.00
<b>Annualized Budget Impact</b>					<b>\$11,490.00</b>

*Fiscal Note: This resolution is not included in the 2018 Budget. The resolution increases General Property Taxes by \$11,490.00.*

Respectfully submitted,  
PLANNING, DEVELOPMENT &  
TRANSPORTATION COMMITTEE  
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 11/07/2017

Authored by Human Resources  
Approved by Corporation Counsel

A motion was made by Supervisor Erickson and seconded by Supervisor Becker **“to adopt”**.  
Roll call vote taken.

Ayes: Sieber, De Wane, Gruszynski, Lefebvre, Erickson, Zima, Evans, Vander Leest,  
Buckley, Dantine, Ballard, Kaster, Clancy, Campbell, Moynihan, Schadewald,  
Lund, Becker

Nays: Nicholson, Hoyer, Landwehr, Brusky, Van Dyck, Linssen, Kneiszel, Blom

Total Ayes: 18 Total Nays: 8

Motion carried.

**ATTACHMENT TO RESOLUTION #13r**

**ON THE FOLLOWING PAGE**



HUMAN RESOURCES DEPARTMENT



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HUMAN RESOURCES DIRECTOR

**RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD**

**DATE:** October 16, 2017  
**REQUEST TO:** Executive Committee  
**MEETING DATE:** October 23, 2017  
**REQUEST FROM:** Planning, Development and Transportation Committee  
Bernie Erickson, Chair

**REQUEST TYPE:** ☒ New resolution ☐ Revision to resolution  
☐ New ordinance ☐ Revision to ordinance

**TITLE:** RESOLUTION REGARDING RECLASSIFICATION OF A JOURNEYMAN ELECTRICIAN  
POSITION IN THE PUBLIC WORKS - FACILITIES TABLE OF ORGANIZATION

**ISSUE/BACKGROUND INFORMATION:**

At the request of the Planning, Development and Transportation Committee, Human Resources conducted a classification review of the Journeyman Electrician position in comparison to the Master Electrician positions. It was determined that all Electrician positions (Master and Journeyman) are performing the same work on a routine and re-occurring basis. The only delineation in the Classification Specification to identify the differences between these titles was the type of certification, as designated by the State of Wisconsin, Department of Safety and Professional Services, held by the employee in the position. As the employee in the Journeyman Electrician position has obtained the certification of a "Master" Electrician, the position should be reclassified accordingly.

**ACTION REQUESTED:**

Approve the reclassification of the Journeyman Electrician position to that of Master Electrician.

**FISCAL IMPACT:**

**NOTE:** *This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.*

1. Is there a fiscal impact? ☒ Yes ☐ No
  - a. If yes, what is the amount of the impact? Annual: \$11,490.00
  - b. If part of a bigger project, what is the total amount of the project? \$ \_\_\_\_\_
  - c. Is it currently budgeted? ☐ Yes ☒ No
    1. If yes, in which account? \_\_\_\_\_
    2. If no, how will the impact be funded? Increase in general property taxes.

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

13r

**No. 13s -- RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE 2018 BUDGET PROCESS IN THE PUBLIC WORKS DEPARTMENT – FACILITIES MANAGEMENT TABLE OF ORGANIZATION.**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, a New Position or Position Deletion Request was submitted by the Public Works Department - Facilities Management ("Department") during the 2018 budget process; and

WHEREAS, the Department has requested to increase the starting wage for LTE-Summer Employee positions in order to be competitive. The current starting wage is \$9.05 per hour with returning employees receiving a \$.40 per hour increase, up to a maximum of \$10.25 per hour. The Department has requested a starting wage of \$10.25 per hour with the flexibility to offer returning employees up to a maximum of \$11.45 per hour; and

WHEREAS, the Department has also requested to increase its overtime budget in order to have a Facility Worker onsite during open meetings that take place after business hours to ensure the building doors remain open during the meeting and are secured when the meeting ends.

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, that the Public Works Department – Facilities Management table of organization be changed by increasing the LTE-Summer Employee starting rate to \$10.25 with flexibility to offer returning employees up to \$11.45 per hour, and by increasing the overtime budget as indicated in the "Budget Impact" section of this Resolution, below, for a Facility Worker to be onsite during open meetings that take place after business hours, as requested through the 2018 budget process to be effective January 1, 2018.

**Budget Impact:**

<b>Position Title</b>	<b>FTE</b>	<b>Addition/ Deletion</b>	<b>Salary</b>	<b>Fringe</b>	<b>Total</b>
LTE-Summer Employee	(0.46)	Deletion	\$( 9,044)	\$( 910)	\$( 9,954)
LTE-Summer Employee	0.46	Addition	\$ 10,956	\$ 1,102	\$ 12,058
Current Overtime	--	Deletion	\$(39,934)	\$(5,979)	\$(45,913)
Proposed Overtime	--	Addition	\$ 44,029	\$ 6,593	\$ 50,622
<b>Total 2018 Budget Impact – Public Works – Facilities</b>					<b>\$ 6,813</b>

**Budget Impact:** *The fiscal impact of this Resolution is reflected in the 2018 budget.*

Respectfully submitted,  
PLANNING, DEVELOPMENT &  
TRANSPORTATION COMMITTEE  
EXECUTIVE COMMITTEE

Approved By:       /s/ Troy Streckenbach       Date:       11/07/2017      

Authored by Human Resources  
Approved by Corporation Counsel's Office

A motion was made by Supervisor Dantine and seconded by Supervisor Sieber **“to adopt”**.  
Voice vote taken. Motion carried unanimously.

**ATTACHMENT TO RESOLUTION #13s**  
**ON THE FOLLOWING PAGE**

HUMAN RESOURCES DEPARTMENT

Brown County

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HUMAN RESOURCES DIRECTOR

**RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD**

**DATE:** October 2, 2017  
**REQUEST TO:** Planning, Development & Transportation Committee; and Executive Committee  
**MEETING DATE:** October 16, 2017; and October 23, 2017  
**REQUEST FROM:** Kathryn Roellich  
Human Resources Director

**REQUEST TYPE:** ☒ New resolution ☐ Revision to resolution  
☐ New ordinance ☐ Revision to ordinance

**TITLE:** Resolution Approving New or Deleted Positions During the 2018 Budget Process In The Public Works Department – Facilities Table of Organization

**ISSUE/BACKGROUND INFORMATION:**

A New Position or Position Deletion Request was submitted by the Public Works Department - Facilities during the 2018 budget process.

**ACTION REQUESTED:**

Make the following changes to the Public Works Department – Facilities table of organization:

- LTE-Summer Employee positions – Increase starting wage to \$10.25 per hour with flexibility to offer returning employees up to \$11.45 per hour
- Increase the overtime budget \$4,709 to have a Facility Worker onsite during open meetings that take place after business hours

**FISCAL IMPACT:**

**NOTE:** This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
  - a. If yes, what is the amount of the impact? \$6,813
  - b. If part of a bigger project, what is the total amount of the project? \$
  - c. Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2018 budget.
    1. If yes, in which account? \_\_\_\_\_
    2. If no, how will the impact be funded? \_\_\_\_\_

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

135

**No. 13t -- RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE 2018 BUDGET PROCESS IN THE PUBLIC WORKS DEPARTMENT – HIGHWAY TABLE OF ORGANIZATION.**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, a New Position or Position Deletion Request was submitted by the Public Works Department - Highway ("Department") during the 2018 budget process; and

WHEREAS, in the 2017 budget, the Department added Highway Crew positions to be adequately staffed to handle the additional state lane miles. With the additional staff, the equipment is being used more and there is a need for an additional mechanic; and

WHEREAS, the Department has requested to delete a vacant (1.00) FTE Highway Crew position and add 1.00 FTE Highway Mechanic position to support the Highway Crew, add coverage when running three shifts during snow storms, and reduce mechanics overtime; and

WHEREAS, the Department has requested to increase the starting wage for LTE-Summer Employee positions to be competitive. The current starting wage is \$9.05 per hour with returning employees receiving a \$.40 per hour increase up to \$10.25 per hour. The Department has requested a starting wage of \$10.25 per hour with the flexibility to offer returning employees up to \$11.45 per hour maximum.

WHEREAS, the Department has requested the flexibility to offer returning LTE-Summer Employee Engineer positions up to \$14.95 per hour. Returning employees would lessen the re-training costs; and

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, that the Public Works - Highway table of organization be changed by deleting (1.00) FTE Highway Crew position and adding 1.00 FTE Highway Mechanic position; and by increasing the LTE-Summer Employee starting rate to \$10.25 with flexibility to offer returning employees up to \$11.45 per hour; and by authorizing the flexibility to offer returning LTE-Summer Employee Engineer employees up to \$14.95 per hour, as requested through the 2018 budget process to be effective January 1, 2018.

**Budget Impact:**

<b>Position Title</b>	<b>FTE</b>	<b>Addition/ Deletion</b>	<b>Salary</b>	<b>Fringe</b>	<b>Total</b>
Highway Crew	(1.00)	Deletion	\$(44,850)	\$(21,282)	\$(66,132)
Highway Mechanic	1.00	Addition	\$ 47,335	\$ 21,778	\$ 69,113
LTE-Summer Employee	(2.85)	Deletion	\$(60,885)	\$(6,122)	\$(67,007)
LTE-Summer Employee	2.85	Addition	\$ 68,013	\$ 6,839	\$ 74,852
LTE-Summer Employee Engineer	(1.27)	Deletion	\$(36,300)	\$(3,649)	\$(39,949)
LTE-Summer Employee Engineer	1.27	Addition	\$ 39,468	\$ 3,968	\$ 43,436
<b>Total 2018 Budget Impact – Public Works - Highway</b>					<b>\$ 14,313</b>

**Budget Impact:** *The fiscal impact of this Resolution is reflected in the 2018 budget.*

Respectfully submitted,  
PLANNING, DEVELOPMENT &  
TRANSPORTATION COMMITTEE  
EXECUTIVE COMMITTEE

Approved By:     /s/ Troy Streckenbach     Date:     11/07/2017    

Authored by Human Resources  
Approved by Corporation Counsel's Office

A motion was made by Supervisor Sieber and seconded by Supervisor Dantine **“to adopt”**.  
Voice vote taken. Motion carried unanimously.

**ATTACHMENT TO RESOLUTION #13t**  
**ON THE FOLLOWING PAGE**

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET  
P.O. BOX 23600  
GREEN BAY, WI 54305-3600



KATHRYN ROELLICH

PHONE (920) 448-4071 FAX (920) 448-6277 WEB: [www.co.brown.wi.us](http://www.co.brown.wi.us)

HUMAN RESOURCES DIRECTOR

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: October 2, 2017  
REQUEST TO: Planning, Development & Transportation Committee; and Executive Committee  
MEETING DATE: October 16, 2017; and October 23, 2017  
REQUEST FROM: Kathryn Roellich  
Human Resources Director

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution  
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Approving New or Deleted Positions During the 2018 Budget Process In The  
Public Works Department – Highway Table of Organization

**ISSUE/BACKGROUND INFORMATION:**

A New Position or Position Deletion Request was submitted by the Public Works Department - Highway during the 2018 budget process.

**ACTION REQUESTED:**

Make the following changes to the Public Works Department – Highway table of organization:

- Delete (1.00) FTE Highway Crew position
- Add 1.00 FTE Highway Mechanic position
- LTE-Summer Employee positions – Increase starting wage to \$10.25 per hour with flexibility to offer returning employees up to \$11.45 per hour
- LTE-Summer Employee Engineer positions – Flexibility to offer returning employees up to \$14.95 per hour

**FISCAL IMPACT:**

*NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.*

1. Is there a fiscal impact? ☒ Yes ☐ No
  - a. If yes, what is the amount of the impact? \$14,313
  - b. If part of a bigger project, what is the total amount of the project? \$
- c. Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2018 budget.
  1. If yes, in which account?
  2. If no, how will the impact be funded?

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

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**No. 13u -- RESOLUTION APPROVING NEW OR DELETED POSITIONS DURING THE 2018 BUDGET PROCESS IN THE UW EXTENSION TABLE OF ORGANIZATION.**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, a New Position or Position Deletion Request was proposed by UW Extension during the 2018 budget process; and

WHEREAS, a motion was made at the Planning, Development, & Transportation Committee meeting on October 16, 2017 to add a .15 FTE LTE Garden Blitz Coordinator position to the UW Extension table of organization for the 2018 budget; and

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the UW Extension table of organization be changed by adding .15 FTE LTE Garden Blitz Coordinator through the 2018 budget process and as indicated in the 'Budget Impact' section below.

**Budget Impact-**

<b>Position Title</b>	<b>FTE</b>	<b>Addition/ Deletion</b>	<b>Salary</b>	<b>Fringe</b>	<b>Total</b>
LTE Garden Blitz Coordinator	.15	Addition	\$2,787	\$213	\$3,000
<b>Total 2018 Budget Impact</b>					<b>\$3,000</b>

*Fiscal Note: This resolution is not within the 2018 budget. The resolution increases Salary and Fringe by \$3,000 which is offset by donations of \$3,000.*

Respectfully submitted,  
PLANNING, DEVELOPMENT, &  
TRANSPORTATION COMMITTEE  
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 11/07/2017

Authored by Human Resources  
Approved by Corporation Counsel

A motion was made by Supervisor De Wane and seconded by Supervisor Campbell "to adopt". Voice vote taken. Motion carried unanimously.

**ATTACHMENT TO RESOLUTION #13u**

**ON THE FOLLOWING PAGE**



HUMAN RESOURCES DEPARTMENT



305 E. WALNUT STREET  
P.O. BOX 23600  
GREEN BAY, WI 54305-3600



KATHRYN ROELLICH

PHONE (920) 448-4071 FAX (920) 448-6277 WEB: [www.co.brown.wi.us](http://www.co.brown.wi.us)

HUMAN RESOURCES DIRECTOR

**RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD**

**DATE:** October 17, 2017  
**REQUEST TO:** Executive Committee  
**MEETING DATE:** October 23, 2017  
**REQUEST FROM:** Kathryn Roellich  
Human Resources Director

**REQUEST TYPE:** ☒ New resolution ☐ Revision to resolution  
☐ New ordinance ☐ Revision to ordinance

**TITLE:** Resolution Approving New or Deleted Positions During the 2018 Budget Process in the UW Extension Table of Organization

**ISSUE/BACKGROUND INFORMATION:**

A motion was made at the Planning, Development, and Transportation Committee (10/16/2017) to add a .15 FTE LTE Garden Blitz Coordinator. This position will be funded by a donation from New Leaf Foods, Inc.

**ACTION REQUESTED:**

Make the following changes to the UW Extension table of organization:

- Add .15 FTE LTE Garden Blitz Coordinator

**FISCAL IMPACT:**

**NOTE:** This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
  - a. If yes, what is the amount of the impact? \$3,000
  - b. If part of a bigger project, what is the total amount of the project? \_\_\_\_\_
  - c. Is it currently budgeted? ☐ Yes ☒ No It is not reflected in the 2018 budget.
    1. If yes, in which account? \_\_\_\_\_
    2. If no, how will the impact be funded? 100% funding comes from a donation from New Leaf Foods, Inc.

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

13u

(Item #13v was taken after #12f)

**Committee of the Whole**

**No. 13w -- ORDINANCE AMENDING SUBSECTION 4.57(1) OF SECTION 4.57 OF CHAPTER 4 OF THE BROWN COUNTY CODE OF ORDINANCES ENTITLED "OVERTIME AND COMPENSATORY TIME"**

THE BROWN COUNTY BOARD OF SUPERVISORS DOES ORDAIN AS FOLLOWS:

**Section 1** – Subsection 4.57(1) of Section 4.57 of Chapter 4 of the Brown County Code of Ordinances entitled "Overtime and Compensatory Time" is hereby amended as follows:

**4.57 POLICY.** (1) Each position is designated as either Non-exempt, Partially Exempt or Exempt from the Federal Fair Labor Standards Act and state wage and hour laws. Employees in non-exempt positions shall be compensated or receive compensatory time at a rate of one and one-half times normal pay for hours worked in excess of forty (40) hours in any work week. ~~Non-exempt full-time employees that do not work on vacation days or holidays will have up to eight (8) hours of each said vacation day or holiday counted as hours worked in the computation of weekly overtime, but this does not apply to part-time or Limited Term Employees, nor does this apply to exempt employees. Non-exempt full-time employees that do work on vacation days or holidays will be subject to normal payroll rules.~~ Per FLSA, some exceptions to the 40 hours per week standard apply under special circumstances to Partially Exempt ~~sheriff and hospital and nursing home~~ employees. All time worked is subject to rounding rules.

**Section 2** - This Ordinance Amendment shall become effective on January 1, 2018 ~~upon~~ **passage\*** and publication pursuant to law.

**\*As Amended by Brown County Board of Supervisors, 11/01/2017.**

Respectfully submitted,  
EXECUTIVE COMMITTEE

Authored by: Human Resources Department

Approved by: Corporation Counsel

*Fiscal Impact: This ordinance does not require an appropriation from the General Fund.*

Approved By:

/s/ Troy Streckenbach 11/07/2017  
COUNTY EXECUTIVE Date

/s/ Sandra L. Juno 11/09/2017  
COUNTY CLERK Date

/s/ Patrick W Moynihan Jr. 11/10/2017  
COUNTY BOARD CHAIRMAN Date

A motion was made by Supervisor Van Dyck and seconded by Supervisor Becker **"to adopt."**

Following discussion by the Board and explanations of the procedural change from Human Resource Director Kathryn Roellich and County Executive Streckenbach, a motion was made

by Vice Chair Lund and seconded by Supervisor Lefebvre **“to amend the ordinance by ‘~~upon passage~~’ and adding ‘on January 1, 2018’.**” Voice vote taken. Motion carried unanimously with no abstentions.

A motion was then made by Supervisor Schadewald and seconded by Supervisor Becker **“to approve as amended.”** Roll Call Vote taken. Roll Call #13w:

Ayes: De Wane, Nicholson, Hoyer, Lefebvre, Zima, Evans, Vander Leest, Buckley, Landwehr, Dantine, Brusky, Ballard, Kaster, Van Dyck, Linssen, Kneiszel, Clancy, Campbell, Moynihan, Blom, Schadewald, Lund, Becker

Nays: Sieber, Gruszynski, Erickson

Total Ayes: 23

Total Nays: 3

Motion Carried.

Supervisor De Wane explained that he voted in error and would like the record to reflect this change. A motion was made by Supervisor Schadewald and seconded by Supervisor Evans **“to suspend the rules and allow Supervisor De Wane to change his vote to Nay.”** Voice vote taken. Motion carried unanimously with no abstentions.

Ayes: ~~De Wane~~, Nicholson, Hoyer, Lefebvre, Zima, Evans, Vander Leest, Buckley, Landwehr, Dantine, Brusky, Ballard, Kaster, Van Dyck, Linssen, Kneiszel, Clancy, Campbell, Moynihan, Blom, Schadewald, Lund, Becker

Nays: Sieber, ~~De Wane~~, Gruszynski, Erickson

Total Ayes: 23 ~~22~~

Total Nays: ~~3~~ 4

**No. 13x -- RESOLUTION RE: APPROVING NEW OR DELETED POSITIONS DURING THE 2018 BUDGET PROCESS IN THE BOARD OF SUPERVISORS TABLE OF ORGANIZATION**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, a New Position or Position Deletion Request was submitted by the Board of Supervisors (“Department”) during the 2018 budget process; and

WHEREAS, a proposal was made at the Executive Committee meeting on October 23, 2017 by Chairman Moynihan to reclassify the .88 FTE Secretary position (pay grade 17) to a .88 FTE Administrative Specialist position (pay grade 16), and to reclassify the 1.00 FTE Administrative Secretary position (pay grade 14) to a 1.00 FTE Administrative Coordinator position (pay grade 14) in the 2018 budget process.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the Board of Supervisors table of organization be changed by deleting a .88 FTE Secretary

position (pay grade 17), adding a .88 FTE Administrative Specialist position (pay grade 16), deleting a 1.00 FTE Administrative Secretary position (pay grade 16) and adding a 1.00 FTE Administrative Coordinator position (pay grade 14), as requested through the 2018 budget process to be effective January 1, 2018, and as reflected in the 'Budget Impact' section below.

**Budget Impact:**

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Secretary @ \$16.29 (PG 17)	(.88)	(Deletion)	(\$29,820 )	(\$4,784)	(\$34,604)
Administrative Specialist @ \$18.24 (PG 16)	.88	Addition	\$33,387	\$5,357	\$38,744
Administrative Secretary @ \$19.42 (PG 14)	(1.00)	(Deletion)	(\$40,554 )	(\$7,784)	(\$48,338)
Administrative Coordinator @ \$21.08 (PG 14)	1.00	Addition	\$44,015	\$8,338	\$52,353
<b>Total 2018 Budget Impact – Board of Supervisors</b>					<b>\$8,155</b>

*Fiscal Note: This budget resolution is not included in the 2018 Budget. Expenses will be funded 6% by increased levy (\$485) and 94% (\$7,760) will be offset by reducing the accounting and auditing expenses. The Executive Committee budget motion was to use \$8,155 from accounting and auditing savings, however, that account would be short by \$485, so an additional \$485 in levy is required.*

Respectfully submitted,  
EXECUTIVE COMMITTEE

Approved by Human Resources  
Approved by Corporation Counsel

A motion was made by Vice Chair Lund and seconded by Supervisor Hoyer **“to adopt.”** Roll Call Vote taken. Roll call #13x(1):

Ayes: De Wane, Nicholson, Hoyer, Gruszynski, Lefebvre, Erickson, Zima, Evans, Vander Leest, Buckley, Landwehr, Dantine, Brusky, Ballard, Kaster, Van Dyck, Linssen, Kneiszel, Clancy, Campbell, Moynihan, Blom, Schadewald, Lund, Becker

Nays: Sieber

Total Ayes: 25

Total Nays: 1

Motion Carried.

Approved by: /s/ Troy Streckenbach Date: 11/07/2017

**No. 13y -- RESOLUTION RE: APPROVING NEW OR DELETED POSITIONS DURING THE 2018 BUDGET PROCESS IN THE SHERIFF'S OFFICE TABLE OF ORGANIZATION**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, a New Position or Position Deletion Request was submitted by the Sheriff's Office ("Department") during the 2018 budget process, and the Department has evaluated the workload to support the new changes and has identified positions to be added and/or deleted from the table of organization; and

WHEREAS, the Department has requested to delete (1.00) FTE Housing Corporal position (1976 hours); and

WHEREAS, the Department has requested to add 1.00 FTE Intake Corporal position (2184 hours); and

WHEREAS, the Department has requested to increase the annual budgeted hours for 1.00 FTE Correctional Officer position assigned to Work Release from 1,976 hours to 2,088 hours; and

WHEREAS, the Department has also requested to increase the annual budgeted hours for: 10.00 FTE Intake Corporal positions; 8.00 FTE Housing Corporal positions; and 64.00 FTE Correctional Officer positions, from 1,976 hours to 2,184 hours.

NOW, THEREFORE, BE IT RESOLVED, by the Brown County Board of Supervisors, that the Sheriff's Office table of organization be changed by: 1) Deleting (1.00) Housing Corporal position (1976 Hours); 2) Adding 1.00 FTE Intake Corporal position (2,184 Hours); 3) Increasing the annual hours of 1.00 FTE Correctional Officer assigned to Work Release from 1,976 hours to 2,088 hours; and 4) Increasing the annual hours for 10.00 FTE Intake Corporal positions, 8.00 FTE Housing Corporal positions and 64.00 FTE Correctional Officer positions from 1,976 hours to 2,184 hours, as requested through the 2018 budget process to be effective January 1, 2018, and as reflected in the 'Budget Impact' section below.

#### **Budget Impact**

<b>Position Title</b>	<b>FTE</b>	<b>Addition/ Deletion</b>	<b>Salary</b>	<b>Fringe</b>	<b>Total</b>
Housing Corporal (1,976 Hours)	(1.00)	Deletion	(\$48,558)	(\$24,501)	(\$73,059)
Intake Corporal (2,184 Hours)	1.00	Addition	\$55,192	\$25,672	\$80,864
Increase average annual hours from 1,976 to 2,088 1 Correctional Officer (Work Release)		Addition	\$2,752	\$483	\$3,235
Increase annual hours from 1,976 to 2,184 10 Intake Corporals 8 Housing Corporals 64 Correctional Officers		Addition			\$380,773
Overtime		Deletion			(\$391,813)
<b>Total 2018 Budget Impact – Sheriff's Office</b>					<b>\$0</b>

*Fiscal Note: This resolution is not included in the 2018 budget. The changes are projected to not require additional levy.*

Respectfully submitted,  
COMMITTEE OF THE WHOLE

Drafted by Human Resources  
Approved by Corporation Counsel

A motion was made by Supervisor Clancy and seconded by Supervisor Evans “**to adopt.**” Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: /s/ Troy Streckenbach Date: 11/07/2017

**No. 13z -- RESOLUTION RE: APPROVING NEW OR DELETED POSITIONS DURING THE 2018 BUDGET PROCESS IN THE HEALTH & HUMAN SERVICES DEPARTMENT – COMMUNITY SERVICES TABLE OF ORGANIZATION**

WHEREAS, a New Position or Position Deletion Request was submitted by the Health & Human Services Department - Community Services (“Department”) during the 2018 budget process; and

WHEREAS, the Department’s request to reclassify the Community Treatment Program Coordinator to a Social Worker/Case Manager position in the 2017 budget was approved by the County Board of Supervisors on October 18, 2017; and

WHEREAS, the Department is requesting that this reclassification also be reflected in the 2018 budget.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the reclassification of 1.00 FTE Community Treatment Program Worker position in Pay Grade 17 in the Health & Human Services – Community Services table of organization to 1.00 FTE Social Worker/Case Manager position in Pay Grade 12 of the Classification and Compensation Plan is hereby approved, as requested through the 2018 budget process to be effective January 1, 2018, and as reflected in the ‘Budget Impact’ section below.

**Budget Impact:**

Human Services – Community Services

<b>Annualized Budget Impact</b>	<b>FTE</b>	<b>Addition/ Deletion</b>	<b>Salary</b>	<b>Fringe</b>	<b>Total</b>
Community Treatment Program Worker PG 17 (2,080 hours)	(1.00)	Deletion	(\$35,277)	(\$17,647)	(\$52,924)
Social Worker/Case Manager PG 12 (1,950 hours)	1.00	Addition	\$ 39,878	\$ 18,356	\$ 58,234
<b>Annualized Budget Impact</b>					<b>\$ 5,310</b>

*Fiscal Note: This resolution does not require an appropriation from the General Fund. The increased expenses will be offset by increased revenue from crisis billing.*

Respectfully submitted,  
HEALTH AND HUMAN SERVICES  
DEPARTMENT

Authored by Human Resources  
Approved by Corporation Counsel

A motion was made by Supervisor De Wane and seconded by Supervisor Becker **“to adopt.”**  
Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: /s/ Troy Streckenbach Date: 11/07/2017

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Internal Auditor Dan Process informed the Board at this time that the current mill rate and tax levy for 2018, based on the increase of \$350,842 the Board made to the Executive’s proposed budget, were 4.5593 and \$90,636,735 respectively.

Following, a motion was made by Supervisor Evans and seconded by Supervisor Becker **“to add \$40,000 to the Community Partnership for children for the Healthy Families Program. Put in as Purchase Services.”** Roll call vote taken. Roll call:

Ayes: Sieber, De Wane, Hoyer, Gruszynski, Lefebvre, Erickson, Zima, Evans, Vander Leest, Dantine, Brusky, Ballard, Clancy, Campbell, Moynihan, Schadewald, Lund, Becker

Nays: Nicholson, Buckley, Landwehr, Kaster, Van Dyck, Linssen, Kneiszel, Blom

Total Ayes: 18 Total Nays: 8

Motion carried.

**No. 14 -- RESOLUTION RE: ESTABLISHING THE BROWN COUNTY BUDGET FOR CALENDAR YEAR 2018**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies & Gentlemen:

**BE IT RESOLVED**, that the following sums of money be raised for the ensuing year:

School for Children with Disabilities	2,949,682
Health	2,164,909
County Aid Bridges (Section 82.08, Wis. Stats.)	141,000
Debt Service Fund	14,086,908
All Other County Taxes	<u>71,334,236</u>
PROPERTY TAX LEVY .....	90,676,735

**BE IT FURTHER RESOLVED**, that the County shall apportion the tax for the school for Children with Disabilities on all districts participating; and

**BE IT FURTHER RESOLVED**, that the County shall apportion the tax for the Health Department on all districts participating; and

**BE IT FURTHER RESOLVED**, that the County shall apportion the tax for bridges under Section 82.08, Wis. Stats., on the taxable property of the taxing districts participating; and

**BE IT FURTHER RESOLVED**, that the County shall enter in the Tax Apportionment, State Special Charges for Forestry Mill Tax, Section 70.58, Wis. Stats., in the amount of \$0; and

**BE IT FURTHER RESOLVED**, that the County shall enter in the Tax Apportionment the 20% Highway County Trunk Bridge assessments as authorized legal taxes against any district in the County, under Section 83.03 (2), Wis. Stats.; and

**BE IT FURTHER RESOLVED**, that the budgeted appropriations for purposes of Section 65.90, Wis. Stats., are attached hereto as Exhibit A, and the detailed budget for purposes of Section 59.17 (5), Wis. Stats., is the document of which this is part; and

**BE IT FURTHER RESOLVED**, that the Director of Administration is authorized to make any technical corrections to the budget that are necessary.

A motion was made by Vice Chair Lund and seconded by Supervisor Becker **“to adopt the Brown County Budget for Calendar Year 2018 as amended”**. Vote taken. Roll Call #14(1):

Ayes: Sieber, De Wane, Hoyer, Gruszynski, Erickson, Zima, Evans, Vander Leest, Buckley, Landwehr, Dantine, Brusky, Ballard, Kaster, Linssen, Kneiszel, Clancy, Campbell, Moynihan, Blom, Schadewald, Lund, Becker

Nays: Nicholson, Lefebvre, Van Dyck

Total Ayes: 23 Total Nays: 3

Motion carried **“to adopt the Brown County Budget for Calendar Year 2018 as amended.”**

Approved by: /s/ Troy Streckenbach Date: 11/07/2017

**No. 15 -- SUCH OTHER MATTERS AS AUTHORIZED BY LAW. NONE.**

**Late Communications:**

**No. 15a -- FROM SUPERVISOR LEFEBVRE: I REQUEST THE HEALTH DEPARTMENT FIND OUT THE FULL PROBLEM OF THE RAT ISSUE AND DETERMINE COST, FEASIBILITY, ETC. OF THIS ISSUE. I DO FEEL THE COUNTY HEALTH DEPARTMENT SHOULD DEAL WITH THIS.**

Refer to Health and Human Services Committee



**No. 16 -- CLOSING ROLL CALL.**

Present: Sieber, De Wane, Nicholson, Hoyer, Gruszynski, Lefebvre, Erickson, Zima, Evans, Vander Leest, Buckley, Landwehr, Dantine, Brusky, Ballard, Kaster, Van Dyck, Linssen, Kneiszel, Clancy, Campbell, Moynihan, Blom, Schadewald, Lund, Becker

Total Present: 26

**No. 17 -- ADJOURNMENT TO WEDNESDAY, DECEMBER 13, 2017, AT 6:00 P.M., LEGISLATIVE ROOM #203, CITY HALL, 100 NORTH JEFFERSON STREET, GREEN BAY, WISCONSIN.**

A motion was made by Supervisor Evans and seconded by Supervisor Linssen **“to adjourn to the above date and time (PLEASE NOTE DATE & TIME CHANGE).** Voice vote taken. Motion carried unanimously with no abstentions.

Meeting adjourned at 6:02 p.m.

/s/ Sandra L. Juno  
SANDRA L. JUNO